

DPH ICD-10 IMPLEMENTATION PROJECT - PROJECT SCHEDULE

| | A | B | C | D | E | F | G | H | I | J | K |
|----|--------|-------|--|----------------------------------|---------------------------------|-----------------------|------------------------|----------------------|-----------------------|---------------------------------|---------------------------|
| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 2 | | 1.0 | Initiation Phase | | | 4/19/2011 | 6/14/2011 | 4/19/2011 | 6/14/2011 | | |
| 3 | √ | 1.1 | Project Charter | 35 | 35 | 4/19/2011 | 5/24/2011 | 4/19/2011 | 5/24/2011 | | |
| 4 | √ | | Develop Draft | 1 | 1 | 4/19/2011 | 4/20/2011 | 4/19/2011 | 4/20/2011 | Sarah Brooks | |
| 5 | √ | | Draft Reviews | 33 | 33 | 4/20/2011 | 5/23/2011 | 4/20/2011 | 5/23/2011 | Sarah Brooks, Joy Reed | |
| 6 | √ | | Finalize Charter | 1 | 1 | 5/23/2011 | 5/24/2011 | 5/23/2011 | 5/24/2011 | Sarah Brooks, Joy Reed | |
| 7 | √ | | Sponsor Approval Received | 1 | 1 | 5/23/2011 | 5/24/2011 | 5/23/2011 | 5/24/2011 | Joy Reed, Danny Staley | |
| 8 | √ | | Post to Website | 1 | 0 | 5/25/2011 | 5/25/2011 | 5/25/2011 | 5/25/2011 | Kris Joyce | |
| 9 | | | | | | | | | | | |
| 10 | | 1.2 | ICD-10 Contact List | 34 | | 5/11/2011 | 6/14/2011 | 5/11/2011 | 6/14/2011 | | |
| 11 | √ | 1.2-1 | Draft Memo and Contact List spreadsheet to send to phleaders (including Health Directors) - introduce new federal regs and request names of internal ICD-10 contacts | 1 | 0 | 5/11/2011 | 5/11/2011 | 5/11/2011 | 5/11/2011 | Sarah Brooks | |
| 12 | √ | | Send Memo and spreadsheet to phleaders | 1 | 1 | 5/11/2011 | 5/12/2011 | 5/11/2011 | 5/12/2011 | Joy Reed | |
| 13 | √ | | Update ICD-10 Contact spreadsheet with initial contacts | 19 | 32 | 5/12/2011 | 5/31/2011 | 5/12/2011 | 6/13/2011 | Sarah Brooks | |
| 14 | √ | | Create Mailman Group for ICD-10 Contacts | 1 | 1 | 6/13/2011 | 6/14/2011 | 6/13/2011 | 6/14/2011 | Sarah Brooks, Cathy Ellis (ITS) | |
| 15 | √ | | | 34 | 34 | 5/11/2011 | 6/14/2011 | 5/11/2011 | 6/14/2011 | | |
| 16 | | | | | | | | | | | |
| 17 | | 1.2-2 | Continue to update Contact spreadsheet and Mailman Group as changes/additions are made | Ongoing | | 6/14/2011 | 6/14/2011 | 6/14/2011 | 6/14/2011 | Sarah Brooks | Moved to Monitoring Phase |
| 18 | | | | 0 | | 6/14/2011 | 6/14/2011 | 6/14/2011 | 6/14/2011 | | |
| 19 | √ | 1.3 | ICD-10 Awareness Education to Key Stakeholders | 29 | 29 | 5/12/2011 | 6/10/2011 | 5/12/2011 | 6/10/2011 | | |
| 20 | √ | | Develop presentation for NCALHD Technology Committee | 4 | 4 | 5/12/2011 | 5/16/2011 | 5/12/2011 | 5/16/2011 | Sarah Brooks | |
| 21 | √ | | Present to Technology Committee | 1 | 0 | 5/18/2011 | 5/18/2011 | 5/18/2011 | 5/18/2011 | Sarah Brooks | |
| 22 | √ | | Post to Website | 1 | 0 | 5/18/2011 | 5/18/2011 | 5/18/2011 | 5/18/2011 | Kris Joyce | |
| 23 | √ | | Develop presentation for Statewide Webinar for DPH Program staff, LHDs and CDSAs | 13 | 13 | 5/24/2011 | 6/6/2011 | 5/24/2011 | 6/6/2011 | Sarah Brooks | |
| 24 | √ | | Develop and send announcement to DPH Leaders, Health Directors and ICD-10 Contacts | 6 | 6 | 5/18/2011 | 5/24/2011 | 5/18/2011 | 5/24/2011 | Sarah Brooks | |
| 25 | √ | | Post Announcement to Website | 1 | 0 | 5/24/2011 | 5/24/2011 | 5/24/2011 | 5/24/2011 | Kris Joyce | |
| 26 | √ | | Finalize Presentation for Statewide Webinar | 13 | 13 | 5/24/2011 | 6/6/2011 | 5/24/2011 | 6/6/2011 | Sarah Brooks | |
| 27 | √ | | Post Presentation to Website | 1 | 0 | 6/6/2011 | 6/6/2011 | 6/6/2011 | 6/6/2011 | Kris Joyce | |
| 28 | √ | | Present and Record Webinar | 2 | 2 | 6/7/2011 | 6/9/2011 | 6/7/2011 | 6/9/2011 | Sarah Brooks | |
| 29 | √ | | Post to Webinar to Website | 1 | 1 | 6/9/2011 | 6/10/2011 | 6/9/2011 | 6/10/2011 | Kris Joyce | |
| 30 | | | | | | | | | | | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 31 | | 2.0 | Planning and Design Phase | | | 7/7/2011 | 11/26/2014 | 7/7/2011 | | | |
| 32 | √ | 2.1 | Project Plan | 1110 | 1098 | 7/7/2011 | 7/21/2014 | 7/7/2011 | 7/9/2014 | | |
| 33 | √ | 2.1-1 | Develop Draft | 39 | 39 | 7/7/2011 | 8/15/2011 | 7/7/2011 | 8/15/2011 | Sarah Brooks | |
| 34 | √ | | Draft Reviews | 2 | 2 | 8/15/2011 | 8/17/2011 | 8/15/2011 | 8/17/2011 | Joy Reed, Bob Martin | |
| 35 | √ | | Finalize Charter | 1 | 0 | 8/17/2011 | 8/17/2011 | 8/17/2011 | 8/17/2011 | Sarah Brooks | |
| 36 | √ | | Sponsor Approval Received | 1 | 0 | 8/17/2011 | 8/17/2011 | 8/17/2011 | 8/17/2011 | Joy Reed | |
| 37 | √ | | Post to Website | 1 | 0 | 8/17/2011 | 8/17/2011 | 8/17/2011 | 8/17/2011 | Kris Joyce | |
| 38 | √ | | Work Breakdown Structure document drafted | 132 | 132 | 4/25/2011 | 9/4/2011 | 4/25/2011 | 9/4/2011 | Sarah Brooks | |
| 39 | √ | | Draft Reviews | 3 | 3 | 9/4/2011 | 9/7/2011 | 9/4/2011 | 9/7/2011 | Joy Reed, Bob Martin | |
| 40 | √ | | Work Breakdown Structure document approved | 1 | 0 | 9/7/2011 | 9/7/2011 | 9/7/2011 | 9/7/2011 | Joy Reed | |
| 41 | √ | | Post WBS document to website | 1 | 0 | 9/7/2011 | 9/7/2011 | 9/7/2011 | 9/7/2011 | Kris Joyce | |
| 42 | √ | | | 62 | 62 | 7/7/2011 | 9/7/2011 | 7/7/2011 | 9/7/2011 | | |
| 43 | | | | | | | | | | | |
| 44 | √ | 2.1-2 | Update Milestone Dates once Project Schedule Approved | 7 | 7 | 2/22/2012 | 2/29/2012 | 2/22/2012 | 2/29/2012 | Sarah Brooks | See 2.2-1 |
| 45 | √ | | Post updated Project Plan to Website | 5 | 0 | 2/29/2012 | 3/5/2012 | 3/12/2012 | 3/12/2012 | Kris Joyce | |
| 46 | √ | | | 12 | 19 | 2/22/2012 | 3/5/2012 | 2/22/2012 | 3/12/2012 | | |
| 47 | | | | | | | | | | | |
| 48 | √ | 2.1-3 | Update Project Plan with new compliance date of October 1, 2014 after Project Schedule (including new Milestone Dates) Re-baselined | 7 | 0 | 10/22/2012 | 10/29/2012 | 10/22/2012 | 10/22/2012 | Sarah Brooks | See 2.2-1a |
| 49 | √ | | Post to Website | 7 | 8 | 10/29/2012 | 11/5/2012 | 10/22/2012 | 10/30/2012 | Tripp Dean | |
| 50 | √ | | Send updated Project Plan to ICD-10 contacts | 7 | 8 | 10/29/2012 | 11/5/2012 | 10/22/2012 | 10/30/2012 | Sarah Brooks | |
| 51 | √ | | | 14 | 8 | 10/22/2012 | 11/5/2012 | 10/22/2012 | 10/30/2012 | | |
| 52 | | | | | | | | | | | |
| 53 | √ | 2.1-4 | Update Project Plan with new compliance date of October 1, 2014 after Project Schedule (including new Milestone Dates) Re-baselined | 16 | 16 | 6/23/2014 | 7/9/2014 | 6/23/2014 | 7/9/2014 | Sarah Brooks | New Section; See 2.2-1a |
| 54 | √ | | Post to Website | 12 | 0 | 7/9/2014 | 7/21/2014 | 7/9/2014 | 7/9/2014 | Tripp Dean | |
| 55 | | | | 28 | 16 | 6/23/2014 | 7/21/2014 | 6/23/2014 | 7/9/2014 | | |
| 56 | | | | | | | | | | | |
| 57 | | 2.2 | Project Schedule | 1524 | | 10/17/2011 | 12/19/2015 | 10/17/2011 | 7/9/2014 | | |
| 58 | √ | 2.2-1a | Develop Draft | 108 | 108 | 10/17/2011 | 2/2/2012 | 10/17/2011 | 2/2/2012 | Sarah Brooks | |
| 59 | √ | | Implementation Team Review - Schedule Questions | 1 | 0 | 1/23/2012 | 1/23/2012 | 1/23/2012 | 1/23/2012 | Implementation Team | |
| 60 | √ | | Schedule Updated based on Team input | 373 | 8 | 1/25/2011 | 2/2/2012 | 1/25/2012 | 2/2/2012 | Sarah Brooks | |
| 61 | √ | | Project Schedule Review | 11 | 4 | 2/2/2012 | 2/13/2012 | 2/2/2012 | 2/6/2012 | Joy Reed | |
| 62 | √ | | Send schedule highlighting key dates for Implementation Team Review | 1 | 2 | 2/13/2012 | 2/14/2012 | 2/6/2012 | 2/8/2012 | Sarah Brooks | |
| 63 | √ | | Project Schedule Review | 6 | 12 | 2/14/2012 | 2/20/2012 | 2/8/2012 | 2/20/2012 | Implementation Team | |
| 64 | √ | | Modify Schedule based on Implementation Team feedback | 9 | 9 | 2/20/2012 | 2/29/2012 | 2/20/2012 | 2/29/2012 | Sarah Brooks | |
| 65 | √ | | Baseline Project Schedule | 1 | 12 | 2/29/2012 | 2/29/2012 | 2/29/2012 | 3/12/2012 | Joy Reed, Sarah Brooks | |
| 66 | √ | | Modify Milestone Dates based on approved Schedule and update in Project Schedule and Project Plan | 0 | 0 | 2/29/2012 | 2/29/2012 | 2/29/2012 | 2/29/2012 | Sarah Brooks | See 2.1-2 |
| 67 | √ | | Post Baseline Project Schedule and updated Project Plan to website | 2 | 0 | 2/29/2012 | 3/2/2012 | 3/12/2012 | 3/12/2012 | Kris Joyce | |
| 68 | √ | | Send ICD-10 Contacts Project Schedule in Excel Format - highlight key dates pertinent to local agencies | 1 | 0 | 2/29/2012 | 3/5/2012 | 3/12/2012 | 3/12/2012 | Sarah Brooks | |
| 69 | √ | | | 140 | 147 | 10/17/2011 | 3/5/2012 | 10/17/2011 | 3/12/2012 | | |

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|----|--------|-----|--|----------------------------------|---------------------------------|-----------------------|------------------------|----------------------|-----------------------|----------------|----------|
| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 70 | | | | | | | | | | | |

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|----|--------|--------|--|----------------------------------|---------------------------------|-----------------------|------------------------|----------------------|-----------------------|--|-------------|
| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 71 | √ | 2.2-1b | Develop draft of Re-baselined Project Schedule based on new compliance date of 10/1/2014 | 19 | 20 | 9/12/2012 | 10/1/2012 | 9/12/2012 | 10/2/2012 | Sarah Brooks | |
| 72 | √ | | Send Joy Reed Re-baselined Project Schedule for Review | 1 | 1 | 10/1/2012 | 10/1/2012 | 10/2/2012 | 10/2/2012 | Sarah Brooks | |
| 73 | √ | | Re-baselined Project Schedule Review | 10 | 9 | 10/1/2012 | 10/11/2012 | 10/2/2012 | 10/11/2012 | Joy Reed | |
| 74 | √ | | Modify Re-baselined Schedule based on Joy's feedback | 1 | 0 | 10/11/2012 | 10/12/2012 | 10/11/2012 | 10/11/2012 | Sarah Brooks | |
| 75 | √ | | Send Re-baselined schedule highlighting key dates for Implementation Team Review | 1 | 0 | 10/11/2012 | 10/12/2012 | 10/11/2012 | 10/11/2012 | Sarah Brooks | |
| 76 | √ | | Re-baselined Project Schedule Review | 3 | -41193 | 10/12/2012 | 10/15/2012 | 10/11/2012 | | Implementation Team | |
| 77 | √ | | Modify Re-baselined Schedule based on Implementation Team feedback | 0 | 0 | 10/15/2012 | 10/15/2012 | 10/15/2012 | 10/15/2012 | Sarah Brooks | |
| 78 | √ | | Approve Re-Baselined Project Schedule | 2 | 2 | 10/15/2012 | 10/17/2012 | 10/15/2012 | 10/17/2012 | Joy Reed, Sarah Brooks, NCALHD Tech Comm | |
| 79 | √ | | Modify Milestone Dates based on approved Re-baselined Project Schedule and update in Project Schedule and Project Plan | 0 | 5 | 10/17/2012 | 10/17/2012 | 10/17/2012 | 10/22/2012 | Sarah Brooks | See 2.1-3 |
| 80 | √ | | Post Re-Baselined Project Schedule and updated Project Plan to website | 5 | 8 | 10/17/2012 | 10/22/2012 | 10/22/2012 | 10/30/2012 | Tripp Dean | |
| 81 | √ | | Send ICD-10 Contacts Re-baselined Project Schedule in Excel Format - highlight key dates pertinent to local agencies | 5 | 8 | 10/17/2012 | 10/22/2012 | 10/22/2012 | 10/30/2012 | Sarah Brooks | |
| 82 | √ | | | 40 | 48 | 9/12/2012 | 10/22/2012 | 9/12/2012 | 10/30/2012 | | |
| 83 | √ | 2.2-1c | Develop draft of Re-baselined Project Schedule based on new anticipated compliance date of 10/1/2015 | 7 | 7 | 6/4/2014 | 6/11/2014 | 6/4/2014 | 6/11/2014 | Sarah Brooks | New Section |
| 84 | √ | | Send Joy Reed Re-baselined Project Schedule for Review | 1 | 1 | 6/11/2014 | 6/11/2014 | 6/11/2014 | 6/11/2014 | Sarah Brooks | |
| 85 | √ | | Re-baselined Project Schedule Review | 5 | 5 | 6/11/2014 | 6/16/2014 | 6/11/2014 | 6/16/2014 | Joy Reed | |
| 86 | √ | | Modify Re-baselined Schedule based on Joy's feedback | 2 | 0 | 6/16/2014 | 6/18/2014 | 6/16/2014 | 6/16/2014 | Sarah Brooks | |
| 87 | √ | | Send Re-baselined schedule for Implementation Team Review | 0 | 0 | 6/11/2014 | 6/11/2014 | 6/11/2014 | 6/11/2014 | Sarah Brooks | |
| 88 | √ | | Re-baselined Project Schedule Review | 5 | 5 | 6/11/2014 | 6/16/2014 | 6/11/2014 | 6/16/2014 | Implementation Team | |
| 89 | √ | | Modify Re-baselined Schedule based on Implementation Team feedback | 2 | 0 | 6/16/2014 | 6/18/2014 | 6/16/2014 | 6/16/2014 | Sarah Brooks | |
| 90 | √ | | Approve Re-Baselined Project Schedule | 5 | 0 | 6/18/2014 | 6/23/2014 | 6/16/2014 | 6/16/2014 | Joy Reed, Sarah Brooks | |
| 91 | √ | | Modify Milestone Dates based on approved Re-baselined Project Schedule and update in Project Schedule and Project Plan | 16 | 13 | 6/23/2014 | 7/9/2014 | 6/10/2014 | 6/23/2014 | Sarah Brooks | See 2.1-3 |
| 92 | √ | | Post Re-Baselined Project Schedule and updated Project Plan to website | 12 | 0 | 7/9/2014 | 7/21/2014 | 7/9/2014 | 7/9/2014 | Tripp Dean | |
| 93 | √ | | | 47 | 35 | 6/4/2014 | 7/21/2014 | 6/4/2014 | 7/9/2014 | | |
| 94 | | | | | | | | | | | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 95 | | 2.3 | Implementation Plan | 1090 | | 7/27/2011 | 7/21/2014 | 7/27/2011 | 7/9/2014 | | Date change |
| 96 | √ | 2.3-1 | Develop Draft | 84 | 91 | 7/27/2011 | 10/19/2011 | 7/27/2011 | 10/26/2011 | Sarah Brooks | |
| 97 | √ | | Draft Reviews | 19 | 19 | 10/26/2011 | 11/14/2011 | 10/26/2011 | 11/14/2011 | Implementation Team | |
| 98 | √ | | Modify Draft for Implementation Team Meeting | 4 | 4 | 11/14/2011 | 11/18/2011 | 11/14/2011 | 11/18/2011 | Sarah Brooks | |
| 99 | √ | | Implementation Team Review of Plan | 1 | 0 | 11/21/2011 | 11/21/2011 | 11/21/2011 | 11/21/2011 | Implementation Team | |
| 100 | √ | | Finalize Implementation Plan | 8 | 8 | 11/21/2011 | 11/29/2011 | 11/21/2011 | 11/29/2011 | Sarah Brooks | |
| 101 | √ | | Supervisor Approval Received | 6 | 6 | 11/29/2011 | 12/5/2011 | 11/29/2011 | 12/5/2011 | Joy Reed | |
| 102 | √ | | Post to Website | 1 | 1 | 12/7/2011 | 12/8/2011 | 12/7/2011 | 12/8/2011 | Kris Joyce | |
| 103 | √ | | | 215 | 134 | 7/27/2011 | 2/27/2012 | 7/27/2011 | 12/8/2011 | | |
| 104 | | | | | | | | | | | |
| 105 | √ | 2.3-2 | Send out Announcements for Implementation Planning Training (LHDs-2 sessions; CDSAs; DPH) | 7 | 7 | 12/5/2011 | 12/12/2011 | 12/5/2011 | 12/12/2011 | Sarah Brooks | |
| 106 | √ | | Post to Website | 1 | 1 | 12/7/2011 | 12/8/2011 | 12/7/2011 | 12/8/2011 | Kris Joyce | |
| 107 | √ | | Develop Slides for Implementation Planning Training for LHDs | 16 | 16 | 12/19/2011 | 1/4/2012 | 12/19/2011 | 1/4/2012 | Sarah Brooks, Training Work Group | |
| 108 | √ | | Develop Slides for Implementation Planning Training for DPH | 14 | 14 | 1/4/2012 | 1/18/2012 | 1/4/2012 | 1/18/2012 | Sarah Brooks, Joy Reed, Bob Martin, Eleanor Howell | |
| 109 | √ | | Post LHD and DPH slides to Website | 1 | 0 | 1/18/2012 | 1/18/2012 | 1/18/2012 | 1/18/2012 | Kris Joyce | |
| 110 | √ | | Develop Slides for Implementation Planning Training for CDSAs | 16 | 7 | 1/30/2012 | 2/15/2012 | 2/7/2012 | 2/14/2012 | Sarah Brooks, Doug Busch, Marcia Mandel | |
| 111 | √ | | Post CDSA slides to Website | 1 | 0 | 2/20/2012 | 2/20/2012 | 2/20/2012 | 2/20/2012 | Kris Joyce | |
| 112 | √ | | Present LHD Training (2 sessions) | 9 | 9 | 1/24/2012 | 2/2/2012 | 1/24/2012 | 2/2/2012 | Sarah Brooks, Joy Reed, Taryn Edwards, Dot McNeil | |
| 113 | √ | | Present DPH Training (1 session) | 1 | 0 | 2/1/2012 | 2/1/2012 | 2/1/2012 | 2/1/2012 | Sarah Brooks, Joy Reed, Bob Martin, Eleanor Howell | |
| 114 | √ | | Present CDSA Training (1 session) | 1 | 0 | 2/22/2012 | 2/22/2012 | 2/22/2012 | 2/22/2012 | Sarah Brooks, Doug Busch, Marcia Mandel | |
| 115 | √ | | Record LHD Training Session | 1 | 0 | 2/2/2012 | 2/2/2012 | 2/2/2012 | 2/2/2012 | Sarah Brooks | |
| 116 | √ | | Post LHD Recorded Training to Website | 1 | 4 | 2/2/2012 | 2/3/2012 | 2/2/2012 | 2/6/2012 | Kris Joyce | |
| 117 | √ | | Record DPH Training Session | 1 | 0 | 2/6/2012 | 2/6/2012 | 2/2/2012 | 2/2/2012 | Sarah Brooks | |
| 118 | √ | | Post DPH Recorded Training to Website | 1 | 4 | 2/6/2012 | 2/7/2012 | 2/2/2012 | 2/6/2012 | Kris Joyce | |
| 119 | √ | | Record CDSA Training Session | 1 | 37 | 2/22/2012 | 2/22/2012 | 2/22/2012 | 3/30/2012 | Sarah Brooks | |
| 120 | √ | | Post CDSA Recorded Training to Website | 1 | 0 | 2/27/2012 | 2/29/2012 | 4/2/2012 | 4/2/2012 | Kris Joyce | |
| 121 | √ | | | 86 | 119 | 12/5/2011 | 2/29/2012 | 12/5/2011 | 4/2/2012 | | |
| 122 | | | | | | | | | | | |
| 123 | √ | 2.3-3 | Update Implementation Plan with new compliance date of October 1, 2014 after Project Schedule Re-baselined | 7 | 0 | 10/22/2012 | 10/29/2012 | 10/22/2012 | 10/22/2012 | Sarah Brooks | See 2.2-1a |
| 124 | √ | | Post to Website | 7 | 8 | 10/29/2012 | 11/5/2012 | 10/22/2012 | 10/30/2012 | Tripp Dean | |
| 125 | √ | | Send updated Implementation Plan to ICD-10 contacts | 7 | 8 | 10/29/2012 | 11/5/2012 | 10/22/2012 | 10/30/2012 | Sarah Brooks | |
| 126 | √ | | | 14 | 8 | 10/22/2012 | 11/5/2012 | 10/22/2012 | 10/30/2012 | | |
| 127 | | | | | | | | | | | |
| 128 | √ | 2.3-4 | Update Implementation Plan with new compliance date of October 1, 2015 after Project Schedule Re-baselined | 16 | 14 | 6/23/2014 | 7/9/2014 | 6/23/2014 | 7/7/2014 | Sarah Brooks | New Section; See 2.2-1a |
| 129 | √ | | Post to Website | 12 | 0 | 7/9/2014 | 7/21/2014 | 7/9/2014 | 7/9/2014 | Tripp Dean | |
| 130 | √ | | | 28 | 16 | 6/23/2014 | 7/21/2014 | 6/23/2014 | 7/9/2014 | | |
| 131 | | | | | | | | | | | |

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| 132 | | 2.4 | ICD-10-CM Training Plan | 999 | 987 | 10/26/2011 | 7/21/2014 | 10/26/2011 | 7/9/2014 | | PF date revised |
| 133 | √ | 2.4-1a | Draft Education Matrix to be incorporated into Training Plan | 1 | 0 | 10/26/2011 | 10/26/2011 | 10/26/2011 | 10/26/2011 | Sarah Brooks | |
| 134 | √ | | Review of Education Matrix by Training Work Group | 20 | 20 | 10/26/2011 | 11/15/2011 | 10/26/2011 | 11/15/2011 | Training Work Group | |
| 135 | √ | | Update draft Education Matrix based on feedback | 2 | 2 | 11/15/2011 | 11/17/2011 | 11/15/2011 | 11/17/2011 | Sarah Brooks | |
| 136 | √ | | Education Matrix Review by designated Implementation Team members | 104 | 104 | 11/17/2011 | 2/29/2012 | 11/17/2011 | 2/29/2012 | Sarah Brooks, Bob Martin, Eleanor Howell, Doug Busch, Marcia Mandel, Pamela Serrell, Lisa Hamilton, Karen Sanderson, Tony Ivosic, Roy Gilbert, Carol Tyson, Sandy Cox | |
| 137 | √ | | Complete draft of Education Matrix | 2 | 2 | 2/13/2012 | 2/15/2012 | 2/13/2012 | 2/15/2012 | Sarah Brooks | |
| 138 | √ | | Submit to Implementation Team | 1 | 0 | 2/15/2012 | 2/15/2012 | 2/15/2012 | 2/15/2012 | Sarah Brooks | |
| 139 | √ | | Finalize Education Matrix | 5 | 12 | 2/29/2012 | 3/5/2012 | 2/29/2012 | 3/12/2012 | Sarah Brooks | |
| 140 | √ | | Post Education Matrix to Website | 0 | 0 | 3/12/2012 | 3/12/2012 | 3/12/2012 | 3/12/2012 | Kris Joyce | |
| 141 | √ | | Send Education Matrix to ICD-10 Contacts | 7 | 0 | 3/5/2012 | 3/12/2012 | 3/12/2012 | 3/12/2012 | Sarah Brooks | |
| 142 | √ | | | 131 | 138 | 10/26/2011 | 3/5/2012 | 10/26/2011 | 3/12/2012 | | |
| 143 | | | | | | | | | | | |
| 144 | √ | 2.4-1b | Update the Education Matrix to modify staff roles needing Intro vs Basic | 1 | 1 | 5/21/2012 | 5/21/2012 | 5/21/2012 | 5/21/2012 | Sarah Brooks | |
| 145 | √ | | Update Education Matrix to better describe the training modules and alter staff recommended for training (after training materials are completed and key staff in LHDs, Rural Health, CDSAs and DPH have been trained) | 78 | 66 | 9/9/2013 | 11/26/2013 | 9/9/2013 | 11/14/2013 | Sarah Brooks, Implementation Team | See 2.5; No feedback received so no changes |
| 146 | √ | | Incorporate the revised Education Matrix into the Training Plan | 5 | 5 | 12/11/2013 | 12/16/2013 | 12/11/2013 | 12/16/2013 | Sarah Brooks | See 2.4-2a |
| 147 | √ | | Post revised Education Matrix to the website | | | 12/16/2013 | 12/18/2013 | 12/16/2013 | 12/16/2013 | | |
| 148 | | | | 576 | 574 | 5/21/2012 | 12/18/2013 | 5/21/2012 | 12/16/2013 | | |
| 149 | | | | | | | | | | | |
| 150 | √ | 2.4-2a | Develop Training Plan Draft | 12 | 14 | 2/29/2012 | 3/12/2012 | 3/21/2012 | 4/4/2012 | Sarah Brooks | |
| 151 | √ | | Review of Training Plan Draft | 2 | 7 | 3/12/2012 | 3/14/2012 | 4/4/2012 | 4/11/2012 | Training Work Group | |
| 152 | √ | | Finalize Training Plan Draft and submit to Implementation Team for review and approval | 0 | 0 | 3/14/2012 | 3/14/2012 | 4/11/2012 | 4/11/2012 | Sarah Brooks | |
| 153 | √ | | Approve Training Plan | 5 | 5 | 3/14/2012 | 3/19/2012 | 4/11/2012 | 4/16/2012 | Implementation Team | |
| 154 | √ | | Finalize Training Plan | 2 | 0 | 3/19/2012 | 3/21/2012 | 4/16/2012 | 4/16/2012 | Sarah Brooks | |
| 155 | √ | | Post Training Plan to Website | 5 | 1 | 3/21/2012 | 3/26/2012 | 4/16/2012 | 4/17/2012 | Kris Joyce | |
| 156 | √ | | Send Training Plan to ICD-10 Contacts | 5 | 0 | 3/21/2012 | 3/26/2012 | 4/16/2012 | 4/16/2012 | Sarah Brooks | |
| 157 | √ | | | 28 | 48 | 2/27/2012 | 3/26/2012 | 2/29/2012 | 4/17/2012 | | |
| 158 | | | | | | | | | | | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 159 | √ | 2.4-2b | Update Training Plan (Include: New compliance date of October 1, 2014 after Project Schedule Re-baselined; Add Descriptions and training goals for each module so agencies can make more informed decisions related to staff training needs - complete after Training Materials are complete; Include updated Education Matrix) | 24 | 5 | 12/13/2013 | 1/6/2014 | 12/11/2013 | 12/16/2013 | Sarah Brooks | See 2.2-1a, 2.4 1b & 2.5 |
| 160 | √ | | Submit updated Training Plan to Implementation Team for review and approval | 7 | 0 | 1/6/2014 | 1/13/2014 | 12/16/2013 | 12/16/2013 | Sarah Brooks | Posted to website- no substantial changes made |
| 161 | √ | | Approve updated Training Plan | 0 | 0 | 1/13/2014 | 1/13/2014 | 12/16/2013 | 12/16/2013 | Implementation Team | |
| 162 | √ | | Finalize updated Training Plan | 1 | 0 | 1/14/2014 | 1/15/2014 | 12/16/2013 | 12/16/2013 | Sarah Brooks | |
| 163 | √ | | Post updated Training Plan to Website | 7 | 0 | 1/15/2014 | 1/22/2014 | 12/16/2013 | 12/16/2013 | Tripp Dean | |
| 164 | √ | | Send updated Training Plan to ICD-10 Contacts | 7 | 0 | 1/15/2014 | 1/22/2014 | 12/16/2013 | 12/16/2013 | Sarah Brooks | |
| 165 | | | | 40 | 5 | 12/13/2013 | 1/22/2014 | 12/11/2013 | 12/16/2013 | | |
| 166 | | | | | | | | | | | |
| 167 | √ | 2.4 | ICD-10-CM Training Plan | 999 | 987 | 10/26/2011 | 7/21/2014 | 10/26/2011 | 7/9/2014 | | PF date revised |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Work Breakdown Structure | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 202 | √ | 2.4-2c | Update Training Plan (Include: New compliance date of October 1, 2015 after Project Schedule Re-baselined; Add Descriptions and training goals for each module so agencies can make more informed decisions related to staff training needs - complete after Training Materials are complete; Include updated Education Matrix) | 16 | 9 | 6/23/2014 | 7/9/2014 | 6/23/2014 | 7/2/2014 | Sarah Brooks | New Section: See 2.2-1a, 2.4 1b & 2.5 |
| 203 | √ | | Post updated Training Plan to Website | 7 | 0 | 7/14/2014 | 7/21/2014 | 7/9/2014 | 7/9/2014 | Tripp Dean | |
| 204 | √ | | | 28 | 16 | 6/23/2014 | 7/21/2014 | 6/23/2014 | 7/9/2014 | | |
| 205 | | | | | | | | | | | |
| 206 | | 2.5 | ICD-10-CM Training Materials | 913 | -40938 | 1/30/2012 | 7/31/2014 | 1/30/2012 | | | Date change 2015 |
| 207 | √ | 2.5-1a | Develop Comprehensive ICD-10 Training Materials for Implementation Team members in preparation for Clinical Documentation Assessment Pilots | 161 | 101 | 1/30/2012 | 7/9/2012 | 4/12/2012 | 7/22/2012 | Sarah Brooks | |
| 208 | √ | | Develop Training Scenarios to be used for coding practice exercises | 63 | 133 | 2/6/2012 | 4/9/2012 | 2/6/2012 | 6/18/2012 | Implementation Team | |
| 209 | √ | | Attend AHIMA Academy for ICD-10-CM -Baltimore, MD | 1 | 1 | 6/20/2012 | 6/21/2012 | 6/20/2012 | 6/21/2012 | Taryn Edwards | |
| 210 | √ | | Participate in training opportunities available in the State, Webinars, etc. whenever possible, prior to development of initial training materials | 458 | 458 | 4/19/2011 | 7/20/2012 | 4/19/2011 | 7/20/2012 | Sarah Brooks, Taryn Edwards | |
| 211 | √ | | Review of Comprehensive ICD-10 Training Materials | 75 | 47 | 4/25/2012 | 7/9/2012 | 5/2/2012 | 6/18/2012 | Training Work Group | |
| 212 | √ | | Modify Comprehensive ICD-10 Training Materials based on feedback from Training Work Group | 2 | 31 | 7/9/2012 | 7/11/2012 | 5/18/2012 | 6/18/2012 | Sarah Brooks | |
| 213 | √ | | Approval to Proceed with Comprehensive Training in preparation for Clinical Documentation Assessment Pilots | 4 | 0 | 7/16/2012 | 7/20/2012 | 6/18/2012 | 6/18/2012 | Implementation Team | |
| 214 | √ | | Provide Comprehensive Training to Implementation Team Members and Dr. Ginny Schreiner (Raleigh CDSA Pediatrician) | 4 | 11 | 7/23/2012 | 7/27/2012 | 7/23/2012 | 8/3/2012 | Sarah Brooks | |
| 215 | √ | | Provide feedback on Comprehensive Training | 4 | 28 | 7/23/2012 | 7/27/2012 | 7/23/2012 | 8/20/2012 | Implementation Team and Dr. Ginny Schreiner | |
| 216 | √ | | Provide feedback on Comprehensive Training following completion of Clinical Documentation Assessment Pilots | 30 | 36 | 7/30/2012 | 8/29/2012 | 8/16/2012 | 9/21/2012 | Implementation Team | See WBS 3.3 |
| 217 | √ | | | 498 | 521 | 4/19/2011 | 8/29/2012 | 4/19/2011 | 9/21/2012 | | |
| 218 | | | | | | | | | | | |
| 219 | √ | 2.5-1b | Modify and complete the development of Comprehensive ICD-10 Training Materials based on feedback from Implementation Team members who attended the initial training and those that conducted Clinical Documentation Assessment Pilots | 107 | 37 | 12/10/2012 | 3/27/2013 | 2/18/2013 | 3/27/2013 | Sarah Brooks, Taryn Edwards | |
| 220 | √ | | | 107 | 37 | 12/10/2012 | 3/27/2013 | 2/18/2013 | 3/27/2013 | | |
| 221 | | | | | | | | | | | |
| 222 | √ | 2.5-1c | Modify Comprehensive ICD-10 Training Materials based on feedback from LHD and Rural Health Local Agency Implementation Team member evaluations | 74 | 43 | 9/9/2013 | 11/22/2013 | 6/10/2013 | 7/23/2013 | Sarah Brooks, Taryn Edwards | See 3.5-1a |
| 223 | √ | | | 74 | 43 | 9/9/2013 | 11/22/2013 | 6/10/2013 | 7/23/2013 | | |
| 224 | | | | | | | | | | | |
| 225 | √ | 2.5-2a | Develop Training Modules for Specialized ICD-10 Training (e.g., CDSA and DPH training) | 309 | 239 | 12/10/2012 | 10/15/2013 | 2/18/2013 | 10/15/2013 | Sarah Brooks, Taryn Edwards | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 226 | √ | | | 309 | 239 | 12/10/2012 | 10/15/2013 | 2/18/2013 | 10/15/2013 | | |
| 227 | | | | | | | | | | | |
| 228 | | 2.5-2b | Modify Specialized ICD-10 Training Materials based on feedback from DPH, LHD, Rural Health and CDSA Local Agency Implementation Team member evaluations | 356 | -41435 | 9/9/2013 | 8/31/2014 | 6/10/2013 | | Sarah Brooks | Date Change for 2015; See 3.5-2a; Finish Date modified per Imp |
| 229 | | | | 356 | -41435 | 9/9/2013 | 8/31/2014 | 6/10/2013 | | | |
| 230 | | | | | | | | | | | |
| 231 | √ | 2.5-3a | Develop Training Materials for Basic ICD-10 Training in preparation for Clinical Documentation Assessment Pilots | 147 | 20 | 9/12/2012 | 2/6/2013 | 4/12/2012 | 5/2/2012 | Sarah Brooks | |
| 232 | √ | | Review of Training Materials for Basic ICD-10 Training | 12 | 14 | 2/6/2013 | 2/18/2013 | 5/2/2012 | 5/16/2012 | Training Work Group | |
| 233 | √ | | Finalize Basic ICD-10 Training Materials based on feedback from Training Work Group | 65 | 65 | 5/16/2012 | 7/20/2012 | 5/16/2012 | 7/20/2012 | Sarah Brooks | |
| 234 | √ | | Approval to Proceed with Basic ICD-10 Training in preparation for Clinical Documentation Assessment Pilots | 4 | 0 | 7/16/2012 | 7/20/2012 | 6/18/2012 | 6/18/2012 | Implementation Team | |
| 235 | √ | | Provide Basic Training to Implementation Team Members and Dr. Ginny Schreiner (Raleigh CDSA Pediatrician) in preparation for Clinical Documentation Assessment Pilots | 4 | 11 | 7/23/2012 | 7/27/2012 | 7/23/2012 | 8/3/2012 | Sarah Brooks | |
| 236 | √ | | Provide feedback on Basic Training | 4 | 28 | 7/23/2012 | 7/27/2012 | 7/23/2012 | 8/20/2012 | Implementation Team and Dr. Ginny Schreiner | |
| 237 | √ | | Provide feedback on Basic Training following completion of Clinical Documentation Assessment Pilots | 30 | 36 | 7/30/2012 | 8/29/2012 | 8/16/2012 | 9/21/2012 | Implementation Team | See WBS 3.3 |
| 238 | √ | | | 159 | 162 | 9/12/2012 | 2/18/2013 | 4/12/2012 | 9/21/2012 | | |
| 239 | | | | | | | | | | | |
| 240 | √ | 2.5-3b | Modify Basic ICD-10 Training Materials based on feedback from Implementation Team members who attended the initial training and those that conducted Clinical Documentation Assessment Pilots | 107 | 37 | 12/10/2012 | 3/27/2013 | 2/18/2013 | 3/27/2013 | Sarah Brooks, Taryn Edwards | |
| 241 | √ | | | 107 | 37 | 12/10/2012 | 3/27/2013 | 2/18/2013 | 3/27/2013 | | |
| 242 | | | | | | | | | | | |
| 243 | | 2.5-3c | Modify Basic ICD-10 Training Materials based on feedback from DPH, LHD, Rural Health and CDSA Local Agency Implementation Team member evaluations | 356 | -41435 | 9/9/2013 | 8/31/2014 | 6/10/2013 | | Sarah Brooks | Date change 2015; See 3.5-1a & 3.5-2a |
| 244 | | | Develop sample encounter form(s) to use with Basic Training | 211 | 0 | 2/1/2014 | 8/31/2014 | | | Sarah Brooks | Date change 2015; Finish Date modified per Imp Team 11-20-13 |
| 245 | | | | 356 | -41435 | 9/9/2013 | 8/31/2014 | 6/10/2013 | | | |
| 246 | | | | | | | | | | | |
| 247 | √ | 2.5-4a | Develop Training Workbook with Quizzes, Coding Exercises and other teaching aids to be used for all types of training (e.g., Basic, Specialized, Comprehensive) | 435 | 435 | 8/6/2012 | 10/15/2013 | 8/6/2012 | 10/15/2013 | Sarah Brooks | |
| 248 | √ | | Develop Training Workbook with answers to Quizzes, Coding Exercises and other teaching aids to be used for all types of training (e.g., Basic, Specialized, Comprehensive) | 435 | 435 | 8/6/2012 | 10/15/2013 | 8/6/2012 | 10/15/2013 | Sarah Brooks, Taryn Edwards | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 249 | | | | 435 | 435 | 8/6/2012 | 10/15/2013 | 8/6/2012 | 10/15/2013 | | |
| 250 | | | | | | | | | | | |
| 251 | | 2.5-4b | Modify Training Workbooks based on any changes made in Basic, Specialized or Comprehensive training after receiving feedback from Local Agency DPH, LHD, Rural Health and CDSA Implementation Team member evaluations | 356 | -41435 | 9/9/2013 | 8/31/2014 | 6/10/2013 | | Sarah Brooks | Date change 2015; See 3.5-1a & 3.5-2a; Finish Date modified per Imp Team 11-20-13 |
| 252 | | | | 356 | -41435 | 9/9/2013 | 8/31/2014 | 6/10/2013 | | | |
| 253 | | | | | | | | | | | |
| 254 | √ | 2.5-5a | Develop Training Materials for Clinical Documentation Assessment process and pilot findings Training | 28 | | 11/7/2012 | 12/5/2012 | 1/2/2013 | 1/22/2013 | Sarah Brooks | |
| 255 | √ | | Review of Training Materials for Clinical Documentation Assessment Training | 5 | | 12/12/2012 | 12/17/2012 | 1/22/2013 | 2/11/2013 | Implementation Team | |
| 256 | √ | | Finalize Training Materials for Clinical Documentation Assessment Training | 2 | | 12/17/2012 | 12/19/2012 | 2/18/2013 | 2/18/2013 | Sarah Brooks, Taryn Edwards | |
| 257 | | | | 42 | 47 | 11/7/2012 | 12/19/2012 | 1/2/2013 | 2/18/2013 | | |
| 258 | | | | | | | | | | | |
| 259 | √ | 2.5-5b | Modify Clinical Documentation Assessment Training based on feedback from Local Agency LHD, CDSA, Rural Health and DPH Implementation Team member Evaluations | 74 | | 9/9/2013 | 11/22/2013 | 9/9/2013 | 11/14/2013 | Sarah Brooks | See 3.3-2, 3.5-1a & 3.5-2a |
| 260 | √ | | | 74 | | 9/9/2013 | 11/22/2013 | 9/9/2013 | 11/14/2013 | | |
| 261 | | | | | | | | | | | |
| 262 | | 2.5-6a | Develop Training Materials for ICD-10 Financial Impacts Training | 9 | | 2/19/2014 | 2/28/2014 | | | Sarah Brooks | Testing Dependency; Implementation Team agreed |
| 263 | | | Review of Training Materials for ICD-10 Financial Impacts Training | 7 | | 3/10/2014 | 3/17/2014 | | | Implementation Team | |
| 264 | | | Finalize Training Materials for ICD-10 Financial Impacts Training | 4 | | 3/17/2014 | 3/21/2014 | | | Sarah Brooks | |
| 265 | | | | 30 | | 2/19/2014 | 3/21/2014 | | | | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 266 | | | | | | | | | | | Team agreed |
| 267 | | 2.5-6b | Modify ICD-10 Financial Impacts Training based on feedback from LHD, CDSA, Rural Health and DPH staff Evaluations | 15 | | 5/1/2014 | 5/16/2014 | | | Sarah Brooks | Financial Impacts training should be removed from plan |
| 268 | | | | 15 | | 5/1/2014 | 5/16/2014 | | | | |
| 269 | | | | | | | | | | | |
| 270 | | 2.5-7a | Develop Training Materials for GEMs Training | 43 | | 1/27/2013 | 3/11/2013 | | | Sarah Brooks, Eleanor Howell | 3.5-6, 3.6-2c |
| 271 | | | Contact OMMISS to obtain copy of their mapping (based on GEMs but further refined) | | | 1/27/2013 | 3/11/2013 | | | Sarah Brooks | |
| 272 | | | Review of Training Materials for GEMs Training | 7 | | 3/11/2013 | 3/18/2013 | | | Implementation Team | |
| 273 | | | Finalize Training Materials for GEMs Training | 10 | | 3/18/2013 | 3/28/2013 | | | Sarah Brooks, Eleanor Howell | |
| 274 | | | | 80 | | 1/7/2013 | 3/28/2013 | | | | |
| 275 | | | NOTE: Training may not be needed based on DPH and CSDW feedback. May just address GEMs in Best Practices training | | | | | | | | |
| 276 | | | | | | | | | | | |
| 277 | | 2.5-7b | Modify GEMs Training based on feedback from LHD, CDSA, Rural Health and DPH staff Evaluations | 51 | | 6/10/2013 | 7/31/2013 | | | Sarah Brooks, Eleanor Howell | 3.5-6 |
| 278 | | | | 51 | | 6/10/2013 | 7/31/2013 | | | | |
| 279 | | | NOTE: Training may not be needed based on DPH and CSDW feedback. May just address GEMs in Best Practices training | | | | | | | | |
| 280 | | | | | | | | | | | |
| 281 | | 2.5-8a | Develop Training Materials for Best Practices for Business Process Changes including information related to use of GEMs with CSDW | | | 1/17/2014 | 9/30/2014 | | | Sarah Brooks | See 3.5-7; End Date changed since Best practices not available |
| 282 | | | Review of Training Materials for Best Practices for Business Process Changes | 250 | | 1/23/2014 | 9/30/2014 | | | Implementation Team | This item is removed for 2015 - Best Practices Document to be done - no training |
| 283 | | | Finalize Training Materials for Best Practices for Business Process Changes | 250 | | 1/23/2014 | 9/30/2014 | | | Sarah Brooks | |
| 284 | | | | 256 | | 1/17/2014 | 9/30/2014 | | | | |
| 285 | | | | | | | | | | | |
| 286 | | 2.5-8b | Modify Best Practices for Business Process Changes Training based on feedback from LHD, CDSA, Rural Health and DPH staff Evaluations | 16 | | 4/14/2014 | 4/30/2014 | | | Sarah Brooks | See 3.5-6 |
| 287 | | | | 16 | | 4/14/2014 | 4/30/2014 | | | | |
| 288 | | | | | | | | | | | |

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| 289 | √ | 2.5-9a | Develop Training Materials for Business Impact Assessment Training (incorporate best practices identified during Clinical Documentation Assessment Pilots) | 35 | | 11/7/2012 | 12/12/2012 | 1/2/2013 | 1/22/2013 | Sarah Brooks | |
| 290 | √ | | Review of Training Materials for Business Impact Assessment Training | 5 | | 12/12/2012 | 12/17/2012 | 1/22/2013 | 2/11/2013 | Implementation Team | |
| 291 | √ | | Finalize Training Materials for Business Impact Assessment Training | 2 | | 12/17/2012 | 12/19/2012 | 2/18/2013 | 2/18/2013 | Sarah Brooks | |
| 292 | √ | | | 42 | 47 | 11/7/2012 | 12/19/2012 | 1/2/2013 | 2/18/2013 | | |
| 293 | | | | | | | | | | | |
| 294 | √ | 2.5-9b | Modify Business Impact Assessment Training based on feedback from LHD, CDSA, Rural Health and DPH staff Evaluations | 74 | | 9/9/2013 | 11/22/2013 | 9/9/2013 | 11/14/2013 | Sarah Brooks | 3.5-8 |
| 295 | √ | | | 74 | | 9/9/2013 | 11/22/2013 | 9/9/2013 | 11/14/2013 | | |
| 296 | | | | | | | | | | | |
| 297 | √ | 2.5-10a | Develop Training Materials for Introduction to ICD-10-CM | 0 | 0 | 2/27/2012 | 2/27/2012 | 2/27/2012 | 2/27/2012 | Sarah Brooks | Added after baselined |
| 298 | √ | | Review of Training Materials for Introduction to ICD-10-CM | 8 | 8 | 2/27/2012 | 3/6/2012 | 2/27/2012 | 3/6/2012 | Training Work Group | |
| 299 | √ | | Finalize Training Materials for Introduction to ICD-10-CM | 5 | 5 | 3/14/2012 | 3/19/2012 | 3/14/2012 | 3/19/2012 | Implementation Team | |
| 300 | √ | | Record Webinar for Introduction to ICD-10-CM | 0 | 0 | 3/27/2012 | 3/27/2012 | 3/27/2012 | 3/27/2012 | Sarah Brooks | |
| 301 | √ | | Post Webinar for Introduction to ICD-10-CM on Website | 0 | 0 | 3/28/2012 | 3/28/2012 | 3/28/2012 | 3/28/2012 | Kris Joyce | |
| 302 | √ | | | 30 | 30 | 2/27/2012 | 3/28/2012 | 2/27/2012 | 3/28/2012 | | |
| 303 | | | | | | | | | | | |
| 304 | √ | 2.5-10b | Modify Training materials for Introduction to ICD-10-CM based on new compliance date | 1 | 1 | 11/7/2012 | 12/12/2012 | 12/18/2012 | 12/19/2012 | Sarah Brooks | |
| 305 | √ | | Record Webinar for Introduction to ICD-10-CM | 0 | 0 | 12/12/2012 | 12/17/2012 | 12/19/2012 | 12/19/2012 | Sarah Brooks, Kris Joyce | |
| 306 | √ | | Post Power Point presentation and Webinar for Introduction to ICD-10-CM on Website | 0 | 0 | 12/17/2012 | 12/19/2012 | 12/19/2012 | 12/19/2012 | Tripp Dean | |
| 307 | √ | | Notify ICD-10 Contacts of updated slides and Webinar | 0 | 0 | 12/17/2012 | 12/19/2012 | 12/17/2012 | 12/17/2012 | Sarah Brooks | |
| 308 | √ | | | 42 | | 11/7/2012 | 12/19/2012 | 11/7/2012 | 12/19/2012 | | |
| 309 | | | | | | | | | | | |
| 310 | | 2.5-11 | Evaluate feasibility of developing ICD-10-CM Coding Training using eLearning development software that can be placed on the State's Learning Management System (LMS) | | | 7/9/2013 | 7/31/2014 | 7/10/2013 | | Sarah Brooks | Dates Revised 2015; Referred to Arun Kumar at DIRM May 2014 - can Moodle open source be used? |
| 311 | | | If a LMS is feasible, put Basic training in LMS | | | 9/15/2014 | 11/26/2014 | | | Sarah Brooks | See 2.5-3c & 2.5-4a |
| 312 | | | If a LMS is feasible, put Comprehensive training in LMS | | | 9/15/2014 | 11/26/2014 | | | Sarah Brooks | See 2.5-1c & 2.5-4a |
| 313 | | | If a LMS is feasible, put Specialized training in LMS | | | 9/15/2014 | 11/26/2014 | | | Sarah Brooks | See 2.5-2b & 2.5-4a |
| 314 | | | If a LMS is feasible, develop user guide for the LMS | | | 9/15/2014 | 11/26/2014 | | | Sarah Brooks | |
| 315 | | | If a LMS is feasible, send instructions for access and security and user guide to ICD-10 contacts | | | 9/15/2014 | 11/26/2014 | | | Sarah Brooks | |
| 316 | | | If a LMS is feasible, post link to LMS on website | | | 9/15/2014 | 11/26/2014 | | | Tripp Dean | |

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| 317 | | | If a LMS is feasible, transition responsibility for maintenance to designated DPH staff member | | | 11/15/2014 | 11/26/2014 | | | Sarah Brooks | |
| 318 | | | | 505 | | 7/9/2013 | 11/26/2014 | 7/10/2013 | | | |

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| 319 | | | | | | | | | | | |
| 320 | | | 3.0 Execution Phase | | | 5/5/2011 | 10/1/2015 | 5/5/2011 | | | |
| 321 | √ | 3.1 | System Impact Assessments | 279 | 279 | 5/5/2011 | 2/8/2012 | 5/5/2011 | 2/8/2012 | | |
| 322 | √ | 3.1-1 | Using information from 2002 HIPAA Assessments done for DPH, develop spreadsheet of all DPH systems/software/databases | 26 | 26 | 5/5/2011 | 5/31/2011 | 5/5/2011 | 5/31/2011 | Sarah Brooks | |
| 323 | √ | | Develop system impact assessment tool and instructions | 36 | 36 | 5/17/2011 | 6/22/2011 | 5/17/2011 | 6/22/2011 | Sarah Brooks | |
| 324 | √ | | Review system impact assessment tool and instructions | 5 | 1 | 6/22/2011 | 6/27/2011 | 6/22/2011 | 6/23/2011 | Joy Reed, Bob Martin | |
| 325 | √ | | Pre-populate Assessment tools for each DPH system/software/database | 5 | 27 | 6/23/2011 | 6/28/2011 | 6/1/2011 | 6/28/2011 | Sarah Brooks | |
| 326 | √ | | Send assessment tools to appropriate DPH staff for completion | 1 | 0 | 6/29/2011 | 6/29/2011 | 6/29/2011 | 6/29/2011 | Sarah Brooks | |
| 327 | √ | | Complete assessment forms | 13 | 54 | 6/29/2011 | 7/12/2011 | 6/29/2011 | 8/22/2011 | Sections/Branches with systems/software | |
| 328 | √ | | Evaluate assessment tool results and document on impact spreadsheet | 19 | 41 | 7/12/2011 | 7/31/2011 | 7/12/2011 | 8/22/2011 | Sarah Brooks | |
| 329 | √ | | Follow up on assessments to verify results | 30 | 30 | 8/1/2011 | 8/31/2011 | 8/1/2011 | 8/31/2011 | Sarah Brooks | |
| 330 | √ | | Send assessment findings related to ICD-10 impact to Section Chiefs and Branch Heads | 23 | 42 | 8/8/2011 | 8/31/2011 | 8/8/2011 | 9/19/2011 | Sarah Brooks | |
| 331 | | | | 118 | 137 | 5/5/2011 | 8/31/2011 | 5/5/2011 | 9/19/2011 | | |
| 332 | | | | | | | | | | | |
| 333 | √ | 3.1-2 | Develop baseline readiness assessment tool - DPH System Software Readiness Assessment Questionnaire | 24 | 24 | 10/25/2011 | 11/18/2011 | 10/25/2011 | 11/18/2011 | Sarah Brooks | |
| 334 | √ | | Review and approval | 3 | 3 | 11/18/2011 | 11/21/2011 | 11/18/2011 | 11/21/2011 | Implementation Team | |
| 335 | √ | | Follow up with contacts for impacted DPH systems and send Questionnaire for their use or to send to their vendor | 72 | 72 | 11/28/2011 | 2/8/2012 | 11/28/2011 | 2/8/2012 | Sarah Brooks | |
| 336 | | | NOTE: Continuation of this activity for DPH will occur under WBS 4.7 | | 0 | | | | | | |
| 337 | | | | 106 | 106 | 10/25/2011 | 2/8/2012 | 10/25/2011 | 2/8/2012 | | |
| 338 | | | | | | | | | | | |
| 339 | √ | | COMPLETE DPH SYSTEM IMPACT ASSESSMENTS (Milestone) | | | | 12/31/2011 | | 9/19/2011 | | |
| 340 | | | | | | | | | | | |

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| 341 | | 3.2 | Business Impact Assessments | 682 | | 2/7/2012 | 12/20/2013 | 2/7/2012 | 9/9/2013 | | |
| 342 | √ | 3.2-1 | Develop draft Business Impact Assessment Tool | 2 | 2 | 2/7/2012 | 2/9/2012 | 2/7/2012 | 2/9/2012 | Sarah Brooks | |
| 343 | √ | | Review of Business Impact Assessment Tool | 11 | 11 | 2/9/2012 | 2/20/2012 | 2/9/2012 | 2/20/2012 | Implementation Team | |
| 344 | √ | | Prepare instructions for completion of tool | 21 | 8 | 2/29/2012 | 3/21/2012 | 3/5/2012 | 3/13/2012 | Sarah Brooks | |
| 345 | √ | | Pilot Business Impact Assessment Tool and Instructions | 16 | | 3/5/2012 | 3/21/2012 | 3/5/2012 | 3/30/2012 | Brenda Dunn, Marcia Mandel, Johnston Co LHD | |
| 346 | √ | | Finalize Business Impact Assessment Tool and Instructions | 5 | | 3/21/2012 | 3/26/2012 | 3/5/2012 | 4/16/2012 | Sarah Brooks, Implementation Team | |
| 347 | √ | | Post approved Business Impact Assessment Tool and Instructions to ICD-10 website | | | 1/14/2013 | 1/21/2013 | 1/3/2013 | 1/4/2013 | Tripp Dean | |
| 348 | √ | | Send approved tool to ICD-10 contacts and DPH contacts from each Section responsible for Tool completion and provide dates for training on tool for local agency Implementation Team staff and DPH Section staff | 9 | | 1/14/2013 | 1/23/2013 | 1/4/2013 | 1/4/2013 | Sarah Brooks | See 3.5-1, 3.5-2, 2.5-9a |
| 349 | √ | | DPH Sections - Return completed Business Impact Assessments to PM | 58 | | 6/3/2013 | 7/31/2013 | 6/5/2013 | 7/24/2013 | DPH Section Chief Designated Contacts | |
| 350 | √ | | Follow up on Missing Assessments | 12 | | 7/31/2013 | 8/12/2013 | 7/25/2013 | 8/12/2013 | Sarah Brooks | |
| 351 | √ | | Compile Results of DPH Business Impact Assessments | 30 | | 7/31/2013 | 8/30/2013 | 8/13/2013 | 9/9/2013 | Sarah Brooks | |
| 352 | √ | | Provide Guidance as needed to address remediation of business impacts | 112 | | 8/30/2013 | 12/20/2013 | 8/13/2013 | 9/9/2013 | Sarah Brooks | |
| 353 | | | NOTE: Continued follow up will be accomplished in WBS 3.6 | 682 | | 2/7/2012 | 12/20/2013 | 2/7/2012 | 9/9/2013 | | |
| 354 | | | | | | | | | | | |
| 355 | √ | 3.2-2 | Draft memo for PHMT (from Joy) requesting the DPH Sections/Branches designate contacts to coordinate/complete the Business Impact Assessments | 1 | 1 | 2/13/2012 | 2/13/2012 | 2/20/2012 | 2/20/2012 | Sarah Brooks | |
| 356 | √ | | Present Business Impact Assessment to PHMT and request designation of contacts | 1 | 1 | 2/20/2012 | 2/20/2012 | 2/20/2012 | 2/20/2012 | Joy Reed | |
| 357 | √ | | Send out memo to PHMT in follow up to meeting | 4 | 1 | 2/20/2012 | 2/24/2012 | 2/20/2012 | 2/20/2012 | Joy Reed | |
| 358 | √ | | Compile list of DPH contacts for Business Impact Assessments | 11 | 35 | 2/20/2012 | 3/2/2012 | 2/20/2012 | 3/26/2012 | Sarah Brooks | |
| 359 | | | | 18 | 35 | 2/13/2012 | 3/2/2012 | 2/20/2012 | 3/26/2012 | | |
| 360 | | | | | | | | | | | |
| 361 | COMPLETE DPH BUSINESS IMPACT ASSESSMENTS (Milestone) | | | | | | | | | | |
| 362 | | | | | | | | | | | |

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| 363 | | 3.3 | Clinical Documentation Assessments | 323 | | 10/31/2011 | 9/18/2012 | 10/31/2011 | | | |
| 364 | √ | 3.3-1 | Develop report for most common ICD-9-CM diagnoses by Agency since HIS was implemented | 29 | 29 | 10/31/2011 | 11/29/2011 | 10/31/2011 | 11/29/2011 | CSDW Staff | |
| 365 | √ | | Review and Approval of Report | 1 | 0 | 11/29/2011 | 11/29/2011 | 11/29/2011 | 11/29/2011 | Training Work Group | |
| 366 | √ | | Include report information in Implementation Plan | 8 | 8 | 11/29/2011 | 12/7/2011 | 11/29/2011 | 12/7/2011 | Sarah Brooks | |
| 367 | √ | | | 37 | 37 | 10/31/2011 | 12/7/2011 | 10/31/2011 | 12/7/2011 | | |
| 368 | | | | | | | | | | | |
| 369 | √ | 3.3-2 | Develop Clinical Documentation Assessment Tool and Clinical Documentation Assessment Process Document | 52 | | 5/29/2012 | 7/20/2012 | 5/21/2012 | 5/30/2012 | Sarah Brooks | |
| 370 | √ | | Review Clinical Documentation Assessment Tool and Clinical Documentation Assessment Process Document | 4 | | 7/23/2012 | 7/27/2012 | 5/30/2012 | 6/18/2012 | Implementation Team | |
| 371 | √ | | Schedule Clinical Documentation Assessment pilots to be done by Implementation Team Members | 26 | | 7/1/2012 | 7/27/2012 | 7/2/2012 | 7/27/2012 | Sarah Brooks | |
| 372 | √ | | Conduct Clinical Documentation Assessment pilots | 16 | | 8/6/2012 | 8/22/2012 | 8/16/2012 | 9/21/2012 | Implementation Team | See 3.2-2 |
| 373 | √ | | Collect feedback on Assessment Tool and Process and findings related to documentation improvement strategies from pilot participants | 21 | | 8/6/2012 | 8/27/2012 | 8/16/2012 | 9/21/2012 | Sarah Brooks | |
| 374 | √ | | Develop document of findings related to Clinical Documentation Improvement for each pilot | | | 10/10/2012 | 11/8/2012 | 12/12/2012 | 12/12/2012 | Sarah Brooks | |
| 375 | √ | | Modify Clinical Documentation Assessment Tool and Clinical Documentation Assessment Process Documents based on feedback from Clinical Documentation Assessment Pilots | 29 | | 10/10/2012 | 11/8/2012 | 10/10/2012 | 12/12/2012 | Sarah Brooks | |
| 376 | √ | | Review final draft of Clinical Documentation Assessment Tool and Clinical Documentation Assessment Process Document | 5 | | 11/14/2012 | 11/19/2012 | 12/12/2012 | 1/2/2013 | Implementation Team | |
| 377 | √ | | Make revisions to Clinical Documentation Assessment Tool and Clinical Documentation Assessment Process Document based on Implementation Team feedback | 1 | | 11/19/2012 | 11/28/2012 | 1/2/2013 | 1/3/2013 | Sarah Brooks | |
| 378 | √ | | Post Clinical Documentation Assessment Tool and Clinical Documentation Assessment Process Document to website | 8 | | 1/14/2013 | 1/22/2013 | 1/3/2013 | 1/4/2013 | Tripp Dean | |
| 379 | √ | | Send Clinical Documentation Assessment Tool and Clinical Documentation Assessment Process Document to ICD-10 contacts and provide dates for training for local agency Implementation Team staff | 9 | | 1/14/2013 | 1/23/2013 | 1/4/2013 | 1/4/2013 | Sarah Brooks | See 3.5-1, 3.5-2 |
| 380 | √ | | Request feedback from local agencies for Clinical Documentation Improvement strategies, identified best practices and recommended changes to the CDA tool and process following their internal Clinical Documentation Assessment | 44 | | 11/4/2013 | 12/18/2013 | 12/13/2013 | 12/13/2013 | Sarah Brooks | See 2.5-8a |
| 381 | √ | | Compile results of local agency feedback/recommendations | 22 | | 1/2/2014 | 1/24/2014 | 2/11/2014 | 2/11/2014 | Sarah Brooks | None Received |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Work Breakdown Structure | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 382 | | | Develop Clinical Documentation Improvement Strategies Document | 39 | | 9/1/2014 | 10/10/2014 | | | Sarah Brooks | Dates revised per Imp Team Approval |
| 383 | | | Review and provide feedback to revised CDI Strategies Document | 7 | | 10/13/2014 | 10/20/2014 | | | Implementation Team | |
| 384 | | | Finalize CDI Strategies Document | 5 | | 10/20/2014 | 10/25/2014 | | | Sarah Brooks | |
| 385 | | | Post Clinical Documentation Improvement Strategies Document to website | 6 | | 10/25/2014 | 10/31/2014 | | | Tripp Dean | |
| 386 | | | Send Clinical Documentation Improvement Strategies Document to ICD-10 contacts | 1 | | 10/31/2014 | 10/31/2014 | | | Sarah Brooks | |
| 387 | | | | 885 | | 5/29/2012 | 10/31/2014 | 5/29/2012 | | | |
| 389 | | | COMPLETE DPH CLINICAL DOCUMENTATION ASSESSMENTS AND CLINICAL DOCUMENTATION IMPROVEMENT STRATEGIES (Milestone) 10/31/2014 | | | | | | | | |
| 391 | | 3.4 | Best Practices | 59 | | 6/9/2015 | 8/7/2015 | | | | |
| 392 | | | Gather feedback on identified Best Practices from local agencies after local Implementation Teams complete their internal assessments | 21 | | 6/9/2015 | 6/30/2015 | | | Sarah Brooks | Updated for 2015 |
| 393 | | | Develop draft Best Practices Document | 16 | | 6/30/2015 | 7/16/2015 | | | Sarah Brooks | See 2.5-8a |
| 394 | | | Review Best Practices Document Draft | 5 | | 7/16/2015 | 7/21/2015 | | | Implementation Team | |
| 395 | | | Incorporate Changes Based on Implementation Team feedback | 10 | | 7/21/2015 | 7/31/2015 | | | Sarah Brooks | |
| 396 | | | Send Best Practices Document to ICD-10 contacts | 7 | | 7/31/2015 | 8/7/2015 | | | Sarah Brooks | |
| 397 | | | Post Best Practices Document on website | 7 | | 7/31/2015 | 8/7/2015 | | | Tripp Dean | |
| 398 | | | Send Best Practices Document to ICD-10 contacts | 7 | | 7/31/2015 | 8/7/2015 | | | Sarah Brooks | |
| 400 | | 3.5 | ICD-10-CM Training Classes & User Registration | 787 | | 5/7/2012 | 7/3/2014 | 5/7/2012 | | | |
| 401 | √ | 3.5-1 | Send e-mail to ICD-10 contacts to purchase ICD-10 code books for staff that will be doing Clinical Documentation Assessment | 1 | 1 | 5/7/2012 | 5/7/2012 | 3/12/2012 | 3/12/2012 | Sarah Brooks | |
| 402 | √ | | Schedule Basic and Comprehensive ICD-10 Training, Clinical Documentation Assessment and Business Impact Assessment training for LHD and Rural Health staff that will perform the Assessments (e.g., local agency Implementation Team members) | 1 | | 1/2/2013 | 1/3/2013 | 12/13/2012 | 12/13/2012 | Sarah Brooks | |
| 403 | √ | | Notify LHD and Rural Health ICD-10 Contacts of Basic and Comprehensive ICD-10, Clinical Documentation Assessment and Business Impact Assessment Training Dates | 7 | | 1/15/2013 | 1/22/2013 | 1/2/2013 | 1/3/2013 | Sarah Brooks | See WBS 3.3 |
| 404 | | | Conduct Basic and Comprehensive ICD-10-CM training and, Clinical Documentation Assessment and Business Impact Assessment Training for key staff members (e.g., local Implementation Team members) from LHD and Rural Health | | | | | | | | See WBS 3.3 and 2.5-17/7/2014 |
| ICD-10 Project Schedule by Task Re-Baselined for 2015_7-7-14v2_all tasks seen | | | | 60 | | 4/1/2010 | 5/31/2013 | 4/1/2013 | 5/29/2013 | Sarah Brooks, Taryn Edwards | |

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| | | | DPH ICD-10 Implementation Project Breakdown Structure | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 1 | STATUS | WBS | Work | | | | | | | | |
| 405 | √ | | Complete Evaluation of Training | 60 | | 4/1/2013 | 5/31/2013 | 4/1/2013 | 5/31/2013 | Attendees | |
| 406 | √ | | Compile Results of Evaluations | 9 | | 6/3/2013 | 6/12/2013 | 4/1/2013 | 6/3/2013 | Sarah Brooks | |
| 407 | √ | | | 401 | | 5/7/2012 | 6/12/2013 | 3/12/2012 | 6/3/2013 | | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 408 | | | | | | | | | | | |
| 409 | √ | 3.5-2 | Schedule Basic and Specialized ICD-10-CM Training and, Clinical Documentation Assessment and Business Impact Assessment training for CDSA and DPH staff that will perform both Assessments (e.g., CDSA Implementation Team members) | 7 | | 6/3/2013 | 6/10/2013 | 2/4/2013 | 6/26/2013 | Sarah Brooks | CDSA Training delayed per IE Branch so new dates arranged |
| 410 | √ | | Notify CDSA and DPH ICD-10 Contacts of Basic and Specialized ICD-10-CM Training and, Clinical Documentation Assessment and Business Impact Assessment training Dates | 70 | | 6/10/2013 | 8/19/2013 | 4/30/2013 | 8/16/2013 | Sarah Brooks, Quidi Wang | See WBS 3.3; CDSA Training delayed per IE Branch so new dates arranged |
| 411 | √ | | Conduct Basic and Specialized ICD-10-CM Training and, Clinical Documentation Assessment and Business Impact Assessment training for key staff members from CDSAs and those designated by DPH to do both assessments | 17 | | 10/22/2013 | 11/8/2013 | 10/22/2013 | 11/5/2013 | Sarah Brooks | See WBS 3.3 and 2.5-1; CDSA Training delayed per IE Branch so new dates arranged |
| 412 | √ | | Complete Evaluation of Training | 24 | | 10/22/2013 | 11/15/2013 | 10/22/2013 | 11/20/2013 | Attendees | |
| 413 | √ | | Compile Results of Evaluations | 7 | | 11/15/2013 | 11/22/2013 | 11/25/2013 | 11/25/2013 | Sarah Brooks | |
| 414 | | | | 172 | | 6/3/2013 | 11/22/2013 | 6/3/2013 | 11/25/2013 | | |
| 415 | | | | | | | | | | | |
| 416 | √ | 3.5-3a | Schedule Basic ICD-10 Training for LHD, CDSA, Rural Health and DPH staff | 7 | | 1/8/2014 | 1/15/2014 | 11/21/2013 | 12/12/2013 | Sarah Brooks | |
| 417 | √ | | Notify ICD-10 Contacts of Basic ICD-10 Training Dates | 9 | | 1/15/2014 | 1/24/2014 | 12/12/2013 | 12/12/2013 | Sarah Brooks | |
| 418 | | | Conduct Basic ICD-10 Training | 116 | | 3/3/2014 | 6/27/2014 | NA | NA | Sarah Brooks, Taryn Edwards | Training cancelled due to delay |
| 419 | | | Complete Evaluation of Training | 116 | | 3/3/2014 | 6/27/2014 | NA | NA | Attendees | |
| 420 | | | Compile Results of Evaluations | 6 | | 6/27/2014 | 7/3/2014 | NA | NA | Sarah Brooks | |
| 421 | | | | 176 | | 1/8/2014 | 7/3/2014 | NA | NA | | |
| 422 | | | | | | | | | | | |
| 423 | | | | | | | | | | | |
| 424 | | 3.5-3b | Schedule Basic ICD-10 Training for LHD, Rural Health and DPH staff (Schedule training room, Toll Free#, Webinar) | 388 | | 1/8/2014 | 1/31/2015 | 11/21/2013 | | Sarah Brooks | 2014 fall training dates scheduled in 2014 |
| 425 | | | Notify ICD-10 Contacts of 2014 Basic ICD-10 Training Dates | 15 | | 6/15/2014 | 6/30/2014 | | | Sarah Brooks | |
| 426 | | | Notify ICD-10 Contacts of 2015 Specialized ICD-10 Training Dates | 58 | | 2/1/2015 | 3/31/2015 | | | Sarah Brooks | |
| 427 | | | Conduct 2014 Basic ICD-10 Training | 46 | | 8/15/2014 | 9/30/2014 | | | Sarah Brooks, Taryn Edwards | |
| 428 | | | Conduct 2015 Basic ICD-10 Training | | | 5/1/2015 | 9/30/2015 | | | TBD | |
| 429 | | | Complete Evaluation of Training | 411 | | 8/15/2014 | 9/30/2015 | | | Attendees | |
| 430 | | | Compile Results of Evaluations | 411 | | 8/15/2014 | 9/30/2015 | | | Sarah Brooks | |
| 431 | | | | 630 | | 1/8/2014 | 9/30/2015 | 1/8/2014 | | | |
| 432 | | | | | | | | | | | |
| 433 | | | | | | | | | | | |
| 434 | √ | 3.5-4a | Schedule Specialized ICD-10 Training for LHD, CDSA, Rural Health and DPH staff | 7 | | 1/8/2014 | 1/15/2014 | 11/21/2013 | 12/12/2013 | Sarah Brooks | |

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| 435 | √ | | Notify ICD-10 Contacts of Specialized ICD-10 Training Dates | 9 | | 1/15/2014 | 1/24/2014 | 12/12/2013 | 12/12/2013 | Sarah Brooks | |
| 436 | | | Conduct Specialized ICD-10 Training | 116 | | 3/3/2014 | 6/27/2014 | NA | NA | Sarah Brooks, Taryn Edwards | Training cancelled due to delay |
| 437 | | | Complete Evaluation of Training | 116 | | 3/3/2014 | 6/27/2014 | NA | NA | Attendees | |
| 438 | | | Compile Results of Evaluations | 6 | | 6/27/2014 | 7/3/2014 | NA | NA | Sarah Brooks | |
| 439 | | | | 178 | | 1/6/2014 | 7/3/2014 | | | | |
| 440 | | | | | | | | | | | |
| 441 | | 3.5-4b | Schedule Specialized ICD-10 Training for LHD, Rural Health and DPH staff (Schedule training room, Toll Free#, Webinar) | 388 | | 1/8/2014 | 1/31/2015 | 11/21/2013 | | Sarah Brooks | |
| 442 | | | Notify ICD-10 Contacts of 2014 Specialized ICD-10 Training Dates | 173 | | 1/8/2014 | 6/30/2014 | | | Sarah Brooks | |
| 443 | | | Notify ICD-10 Contacts of 2015 Specialized ICD-10 Training Dates | 58 | | 2/1/2015 | 3/31/2015 | | | Sarah Brooks | |
| 444 | | | Conduct 2014 Specialized ICD-10 Training | 46 | | 8/15/2014 | 9/30/2014 | | | Sarah Brooks, Taryn Edwards | |
| 445 | | | Conduct 2015 Specialized ICD-10 Training | | | 5/1/2015 | 9/30/2015 | | | TBD | |
| 446 | | | Complete Evaluation of Training | 411 | | 8/15/2014 | 9/30/2015 | | | Attendees | |
| 447 | | | Compile Results of Evaluations | 411 | | 8/15/2014 | 9/30/2015 | | | Sarah Brooks | |
| 448 | | | | 630 | | 1/8/2014 | 9/30/2015 | 1/8/2014 | | | |
| 449 | | | | | | | | | | | |
| 450 | √ | 3.5-5a | Schedule Comprehensive ICD-10 Training for CDSA staff | 7 | | 1/8/2014 | 1/15/2014 | 11/21/2013 | 12/12/2013 | Sarah Brooks | |
| 451 | √ | | Notify ICD-10 Contacts of Comprehensive ICD-10 Training Dates | 9 | | 1/15/2014 | 1/24/2014 | 12/12/2013 | 12/12/2013 | Sarah Brooks | |
| 452 | | | Conduct Comprehensive ICD-10 Training | 116 | | 3/3/2014 | 6/27/2014 | NA | NA | Sarah Brooks, Taryn Edwards | Training cancelled due to delay |
| 453 | | | Complete Evaluation of Training | 116 | | 3/3/2014 | 6/27/2014 | NA | NA | Attendees | |
| 454 | | | Compile Results of Evaluations | 6 | | 6/27/2014 | 7/3/2014 | NA | NA | Sarah Brooks | |
| 455 | | | | 178 | | 1/6/2014 | 7/3/2014 | NA | NA | | |
| 456 | | | | | | | | | | | |
| 457 | | 3.5-5b | Schedule ICD-10 Training for CDSA staff (Schedule training room, Toll Free#, Webinar) | 29 | | 1/2/2015 | 1/31/2015 | | | Sarah Brooks | |
| 458 | | | Notify EI Branch of CDSA ICD-10 Training Dates | 15 | | 1/31/2015 | 2/15/2015 | | | Sarah Brooks | |
| 459 | | | Notify CDSA staff of ICD-10 Training Dates | 13 | | 2/15/2015 | 2/28/2015 | | | EI Branch (Qiudi Wang) | |
| 460 | | | Conduct CDSA ICD-10 Training | 152 | | 4/1/2015 | 8/31/2015 | | | Sarah Brooks, Taryn Edwards | |
| 461 | | | Complete Evaluation of Training | 157 | | 4/1/2015 | 9/5/2015 | | | Attendees | |
| 462 | | | Compile Results of Evaluations | 157 | | 4/1/2015 | 9/5/2015 | | | Sarah Brooks | |
| 463 | | | | 271 | | 1/2/2015 | 9/30/2015 | | | | |
| 464 | | | | | | | | | | | |
| 465 | | 3.5-5 | Schedule Training for ICD-10 Financial Impacts Training | 7 | | 1/8/2014 | 1/15/2014 | | | Sarah Brooks | Testing Dependency; Implementation Team agreed training should be removed from |
| 466 | | | Notify ICD-10 Contacts of ICD-10 Financial Impacts Training Dates | 9 | | 1/15/2014 | 1/24/2014 | | | Sarah Brooks | |
| 467 | | | Conduct ICD-10 Financial Impacts Training | 25 | | 3/31/2014 | 4/25/2014 | | | Sarah Brooks | |
| 468 | | | Complete Evaluation of Training | 25 | | 3/31/2014 | 4/25/2014 | | | Attendees | |
| 469 | | | Compile Results of Evaluations | 2 | | 4/28/2014 | 4/30/2014 | | | Sarah Brooks | |

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| 470 | | | | 112 | | 1/8/2014 | 4/30/2014 | | | | plan |
| 471 | | | | | | | | | | | |
| 472 | | 3.5-6 | Schedule Training for GEMS Training | 16 | | 2/4/2013 | 2/20/2013 | | | Sarah Brooks | 2.5-7a |
| 473 | | | Notify ICD-10 Contacts of GEMS Training Dates | 5 | | 2/20/2013 | 2/25/2013 | | | Sarah Brooks | |
| 474 | | | Conduct GEMS Training | 58 | | 4/1/2013 | 5/29/2013 | | | Sarah Brooks, Eleanor Howell | |
| 475 | | | Complete Evaluation of Training | 58 | | 4/1/2013 | 5/29/2013 | | | Attendees | |
| 476 | | | Compile Results of Evaluations | 7 | | 6/3/2013 | 6/10/2013 | | | Sarah Brooks | |
| 477 | | | | 126 | | 2/4/2013 | 6/10/2013 | | | | |
| 478 | | | NOTE: Training may not be needed based on DPH and CSDW feedback. | | | | | | | | |
| 479 | | | | | | | | | | | |
| 480 | | 3.5-7 | Schedule Training for Best Practices for Business Process Changes for LHD, Rural Health and CDSA staff | 10 | | 7/21/2014 | 7/31/2014 | | | Sarah Brooks | See 3.4; Training not needed |
| 481 | | | Notify ICD-10 Contacts of Training Dates for Best Practices for Business Process Changes for LHD, Rural Health and CDSA staff | 7 | | 7/31/2014 | 8/7/2014 | | | Sarah Brooks | Dates revised per Imp Team Approval |
| 482 | | | Conduct Training for Best Practices for Business Process Changes for LHD, Rural Health and CDSA staff | 9 | | 9/8/2014 | 9/17/2014 | | | Training Work Group | |
| 483 | | | Complete Evaluation of Training | 9 | | 9/8/2014 | 9/17/2014 | | | Attendees | |
| 484 | | | Compile Results of Evaluations | 12 | | 9/17/2014 | 9/29/2014 | | | Sarah Brooks | |
| 485 | | | | 70 | | 7/21/2014 | 9/29/2014 | | | | |
| 486 | | | | | | | | | | | |
| 487 | √ | 3.5-8 | Schedule Training for Business Impact Assessment Training for DPH staff designated to do BI assessment only | 1 | | 1/2/2013 | 1/3/2013 | 12/13/2012 | 12/13/112 | Sarah Brooks | |
| 488 | √ | | Notify designated DPH staff of Business Impact Assessment Training | 7 | | 1/15/2013 | 1/22/2013 | 12/13/2012 | 2/2/2013 | Sarah Brooks | |
| 489 | √ | | Conduct Business Impact Assessment Training for DPH staff | 60 | | 4/1/2013 | 5/31/2013 | 4/8/2013 | 4/30/2013 | Sarah Brooks | |
| 490 | √ | | Complete Evaluation of Training | | | 4/1/2013 | 5/31/2013 | 4/8/2013 | 5/20/2013 | Attendees | |
| 491 | √ | | Compile Results of Evaluations | | | 6/3/2013 | 6/12/2013 | 4/8/2013 | 5/20/2013 | Sarah Brooks | |
| 492 | √ | | | 161 | | 1/2/2013 | 6/12/2013 | 12/13/2012 | 5/20/2013 | | |
| 493 | | | | | | | | | | | |
| 494 | | | COMPLETE ICD-10 TRAINING WITH ALL STAKEHOLDERS (Milestone) | | | | 9/30/2015 | | | | |
| 495 | | | | | | | | | | | |

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| | A | B | C | D | E | F | G | H | I | J | K |
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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 496 | | 3.6 | Readiness Assessments | 676 | | 2/11/2013 | 12/19/2014 | 10/10/2012 | | | |
| 497 | √ | 3.6-1a | Develop System Readiness Assessment Tools for DPH, LHDs, Rural Health and CDSAs | 25 | | 2/11/2013 | 3/8/2013 | 3/11/2013 | 3/11/2013 | Sarah Brooks | See 3.1, 3.2, 3.3 |
| 498 | √ | | Review System Readiness Assessment Tool Draft | 7 | | 3/11/2013 | 3/18/2013 | 3/11/2013 | 3/18/2013 | Implementation Team | Vendor Software ICD-10-CM Readiness Assessment will meet this task |
| 499 | √ | | Finalize System Readiness Assessment Tool | 4 | | 3/18/2013 | 3/22/2013 | 3/18/2013 | 3/18/2013 | Sarah Brooks | |
| 500 | √ | | Send System Readiness Assessment Tool to DPH staff with known system impacts and to ICD-10 contacts | 3 | | 3/25/2013 | 3/28/2013 | 3/18/2013 | 3/18/2013 | Sarah Brooks | |
| 501 | √ | | Post System Readiness Assessment tool on website | 3 | | 3/25/2013 | 3/28/2013 | 3/18/2013 | 3/18/2013 | Tripp Dean | |
| 502 | | | | 45 | | 2/11/2013 | 3/28/2013 | 3/11/2013 | 3/18/2013 | | |
| 503 | | | | | | | | | | | |
| 504 | | 3.6-1b | Develop Business Readiness Assessment Tools for DPH, LHDs, Rural Health and CDSAs | 35 | | 3/10/2014 | 4/14/2014 | | | Sarah Brooks | See 3.1, 3.2, 3.3 |
| 505 | | | Review Business Readiness Assessment Tool Draft | 7 | | 4/14/2014 | 4/21/2014 | | | Implementation Team | Contacts given info on Road to 10 - Use their tool for readiness assessment |
| 506 | | | Finalize Business Readiness Assessment Tool | 7 | | 4/21/2014 | 4/28/2014 | | | Sarah Brooks | |
| 507 | | | Send Business Readiness Assessment Tool to DPH staff with known business impacts and to ICD-10 contacts | 9 | | 4/28/2014 | 5/7/2014 | | | Sarah Brooks | |
| 508 | | | Post Business Readiness Assessment tool on website | 9 | | 4/28/2014 | 5/7/2014 | | | Tripp Dean | |
| 509 | | | | 58 | | 3/10/2014 | 5/7/2014 | | | | |
| 510 | | | | | | | | | | | |
| 511 | √ | 3.6-1c | Meet with OMMISS regarding testing plans with providers | 0 | | 10/10/2012 | 10/10/2012 | 10/10/2012 | 10/10/2012 | Sarah Brooks | 3.5-5, 2.5-6a |
| 512 | | | Develop LHD and CDSA UAT test scripts specific to DPH ICD-10-CM implementation | | | 6/16/2014 | 7/31/2014 | | | Sarah Brooks, Implementation Team | 2015 updates; Dates modified per Imp Team approval 5/20/13 and again 11-20-13 |
| 513 | | | Review test scripts | | | 8/1/2014 | 8/18/2014 | | | Implementation Team, HIS Business Team | |
| 514 | | | Coordinate UAT testing for NCTracks ICD-10 Project with LHD and CDSA volunteers | | | 5/15/2014 | 9/30/2014 | | | Sarah Brooks, Linda Rascoe, Volunteers | |
| 515 | √ | | Work with NCHICA to test as part of the NCHICA testing project | 596 | | 1/10/2013 | 8/29/2014 | 1/10/2013 | 11/14/2013 | Sarah Brooks | NCHICA has closed out project - now a national project with costs |
| 516 | | | Perform testing with HIS clearinghouse and Medicaid once HIS upgrade for ICD-10-CM is implemented | 121 | | 4/1/2015 | 7/31/2015 | | | Sarah Brooks, HIS Business Team | Netsmart and Clearinghouse readiness is dependency |
| 517 | | | Coordinate Trading Partner Testing with one LHD representing the 8 non-HIS practice management vendors | 121 | | 4/1/2015 | 7/31/2015 | | | Sarah Brooks, HIS Business Team | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 518 | | | Incorporate any test findings related to financial impacts into Financial Impacts training (see 3.5-5) | 9 | | 2/19/2014 | 2/28/2014 | | | Sarah Brooks | Testing Dependency; Implementation Team agreed training should be removed from plan |
| 519 | | | | 1024 | | 10/10/2012 | 7/31/2015 | 10/10/2012 | | | |
| 520 | | | | | | | | | | | |
| 521 | | 3.6-2a | Complete System readiness assessment forms and submit results of Readiness Assessments to ICD-10 Project Manager | 273 | | 7/1/2013 | 3/31/2014 | 7/10/2013 | | Sections/Branches with systems/software impacts | Dates modified per Imp Team approval 5/20/13 and again 8/19/13. HIS and clearinghouse are only systems needing full assessment. |
| 522 | | | Follow up on missing System Readiness Assessments | 267 | | 7/22/2013 | 4/15/2014 | 7/22/2013 | | Sarah Brooks | |
| 523 | | | Evaluate System Readiness assessment tool results and document on impact spreadsheet | 282 | | 7/22/2013 | 4/30/2014 | 7/22/2013 | | Sarah Brooks | |
| 524 | | | Document on Issues Log any results that reflect potential problems meeting the ICD-10 transition deadline | 282 | | 7/22/2013 | 4/30/2014 | | | Sarah Brooks | |
| 525 | | | Refer to 4.7 - Monitor implementation of system changes | | | | | | | | |
| 526 | | | | 242 | | 7/1/2013 | 2/28/2014 | | | | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 527 | | | | | | | | | | | |
| 528 | | 3.6-2b | Complete Business Readiness assessment forms and submit results of Readiness Assessments to ICD-10 Project Manager | 23 | | 5/7/2014 | 5/30/2014 | | | Sections/Branches with Business impacts | |
| 529 | | | Follow up on missing Business Readiness Assessments | 9 | | 6/2/2014 | 6/11/2014 | | | Sarah Brooks | |
| 530 | | | Evaluate Business Readiness assessment tool results | 2 | | 6/11/2014 | 6/13/2014 | | | Sarah Brooks | |
| 531 | | | Document on Issues Log any results that reflect potential problems meeting the ICD-10 transition deadline | 3 | | 6/13/2014 | 6/16/2014 | | | Sarah Brooks | |
| 532 | | | Provide technical assistance to DPH and CDSA staff upon request | 191 | | 6/11/2014 | 12/19/2014 | | | Sarah Brooks | |
| 533 | | | | 226 | | 5/7/2014 | 12/19/2014 | | | | |
| 534 | | | | | | | | | | | |
| 535 | √ | 3.6-2c | Meet with CSDW staff to determine feasibility of using GEMs for development of DPH CSDW reports | 43 | | 1/27/2013 | 3/11/2013 | 12/19/2012 | 1/30/2013 | Sarah Brooks, Walt Scheper, Rebecca Sanders, Eleanor Howell | 2.5-7a, 2.5-8a; No impacts identified |
| 536 | | | Incorporate information related to use of GEMs with CSDW into GEMs training materials | 43 | | 1/27/2013 | 3/11/2013 | | | Sarah Brooks | GEMS training will not be done |
| 537 | | | Incorporate information related to use of GEMs with CSDW into Best Practices training materials | 49 | | 7/21/2014 | 9/8/2014 | | | Sarah Brooks | |
| 538 | | | | 589 | | 1/27/2013 | 9/8/2014 | 12/19/2012 | 1/30/2013 | | |
| 539 | | | | | | | | | | | |
| 540 | DPH, RURAL HEALTH, CDSA'S AND LOCAL HEALTH DEPARTMENTS ARE IN COMPLIANCE WITH THE FEDERALLY MANDATED TRANSITION FROM ICD-9-CM TO ICD-10-CM (Milestone) 10/1/2015 | | | | | | | | | | |
| 541 | | | | | | | | | | | |

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| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 542 | | 4.0 | Monitoring and Control Phase | | | 4/14/2011 | 11/30/2015 | 4/4/2011 | | | |
| 543 | | 4.1 | Status Reporting to Stakeholders/DHHS | 1248 | | 7/18/2011 | 12/17/2014 | 7/18/2011 | | | |
| 544 | | | Prepare monthly status report to NCALHD Technology Committee | 1596 | | 7/18/2011 | 11/30/2015 | 7/18/2011 | | Sarah Brooks | |
| 545 | | | Send monthly status report to NCALHD Chair prior to each monthly meeting | 1596 | | 7/18/2011 | 11/30/2015 | 7/18/2011 | | Sarah Brooks | |
| 546 | | | Post monthly status report to website | 1594 | | 7/20/2011 | 11/30/2015 | 7/20/2011 | | Tripp Dean | |
| 547 | | | Present status report to NCALHD Technology Committee | 1594 | | 7/20/2011 | 11/30/2015 | 7/20/2011 | | Sarah Brooks | |
| 548 | | | Prepare and submit PMO monthly status report for DHHS ICD-10 Project | 565 | | 5/14/2014 | 11/30/2015 | 5/14/2014 | | Sarah Brooks, Cedric Jones | |
| 549 | | | | | | | | | | | |
| 550 | | 4.2 | Risk Matrix | 1566 | | 8/17/2011 | 11/30/2015 | 8/17/2011 | | | |
| 551 | √ | 4.2-1 | Develop template for Risk Matrix based on requirements in Project Plan | 61 | | 8/17/2011 | 10/17/2011 | 8/17/2011 | 10/17/2011 | Sarah Brooks | |
| 552 | √ | | Develop Risk Matrix with potential risks | 54 | | 8/17/2011 | 10/10/2011 | 8/17/2011 | 10/10/2011 | Sarah Brooks | |
| 553 | √ | | Present draft risk matrix to Implementation Team | 7 | | 10/10/2011 | 10/17/2011 | 10/10/2011 | 10/17/2011 | Sarah Brooks | |
| 554 | √ | | Post Risk Matrix template to website after Implementation Training | 1 | | 1/30/2012 | 1/30/2012 | 1/30/2012 | 1/30/2012 | Kris Joyce | |
| 555 | √ | | | 166 | 166 | 8/17/2011 | 1/30/2012 | 8/17/2011 | 1/30/2012 | | |
| 556 | | | | | | | | | | | |
| 557 | | 4.2-2 | Periodic review and update of Risk Matrix | 1505 | | 10/17/2011 | 11/30/2015 | 10/17/2011 | | Implementation Team | |
| 558 | | | | 1505 | | 10/17/2011 | 11/30/2015 | 10/17/2011 | | | |
| 559 | | | | | | | | | | | |
| 560 | | 4.3 | Issues Log | 1566 | | 8/17/2011 | 11/30/2015 | 8/17/2011 | | | |
| 561 | √ | 4.3-1 | Develop template for Issues Log based on requirements in Project Plan | 61 | | 8/17/2011 | 10/17/2011 | 8/17/2011 | 10/17/2011 | Sarah Brooks | |
| 562 | √ | | Develop Issues Log with known issues | 54 | | 8/17/2011 | 10/10/2011 | 8/17/2011 | 10/10/2011 | Sarah Brooks | |
| 563 | √ | | Present draft Issues Log to Implementation Team | 7 | | 10/10/2011 | 10/17/2011 | 10/10/2011 | 10/17/2011 | Sarah Brooks | |
| 564 | √ | | Post Issues Log template to website after Implementation Training | 0 | | 1/30/2012 | 1/30/2012 | 1/30/2012 | 1/30/2012 | Kris Joyce | |
| 565 | √ | | | 166 | 166 | 8/17/2011 | 1/30/2012 | 8/17/2011 | 1/30/2012 | | |
| 566 | | | | | | | | | | | |
| 567 | | 4.3-2 | Periodic review and update of Issues Log | 1505 | | 10/17/2011 | 11/30/2015 | 10/17/2011 | | Sarah Brooks, Implementation Team | |
| 568 | | | | 1505 | | 10/17/2011 | 11/30/2015 | 10/17/2011 | | | |
| 569 | | | | | | | | | | | |
| 570 | | 4.4 | Budget Tracking Materials | 1462 | | 11/29/2011 | 11/30/2015 | 11/29/2011 | | | |
| 571 | √ | 4.4-1 | Develop template for Project Budget based on requirements in Project Plan | 8 | | 11/29/2011 | 12/7/2011 | 11/29/2011 | 12/7/2011 | Sarah Brooks | |
| 572 | √ | | Present initial budget to Project Supervisor | 0 | | 12/8/2011 | 12/8/2011 | 12/8/2011 | 12/8/2011 | Sarah Brooks | |
| 573 | √ | | Present final budget to Project Supervisor | 3 | | 1/30/2012 | 2/2/2012 | 2/2/2012 | 2/2/2012 | Sarah Brooks | |
| 574 | √ | | Approve Project Budget | 26 | | 2/2/2012 | 2/28/2012 | 2/2/2012 | 2/2/2012 | Joy Reed | |
| 575 | √ | | | 91 | 65 | 11/29/2011 | 2/28/2012 | 11/29/2011 | 2/2/2012 | | |
| 576 | | | | | | | | | | | |
| 577 | | 4.4-2 | Track expenditures against project budget | 1505 | | 10/17/2011 | 11/30/2015 | 10/17/2011 | | Sarah Brooks | |
| 578 | | | | 1505 | | 10/17/2011 | 11/30/2015 | 10/17/2011 | | | |

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| 579 | | | | | | | | | | | |
| 580 | | | IDENTIFY BUDGETARY REQUIREMENTS FOR ICD-10 IMPLEMENTATION IN DPH AND IDENTIFY FUNDING SOURCES FOR ANY UNFUNDED IMPLEMENTATION ACTIVITIES (Milestone) | | | | 7/31/2014 | | | | |
| 581 | | | | | | | | | | | |
| 582 | | 4.5 | Implementation Team Meetings, Agendas & Minutes | 1637 | | 6/7/2011 | 11/30/2015 | 6/7/2011 | | | |
| 583 | √ | 4.5-1 | Solicit Implementation Team Members | 104 | 104 | 6/7/2011 | 9/19/2011 | 6/7/2011 | 9/19/2011 | Sarah Brooks | |
| 584 | √ | | Schedule and prepare agenda for Implementation Team Kick Off Meeting | 6 | 6 | 9/6/2011 | 9/12/2011 | 9/6/2011 | 9/12/2011 | Sarah Brooks | |
| 585 | √ | | Conduct Implementation Team Kick Off Meeting | 1 | 1 | 10/17/2011 | 10/17/2011 | 10/17/2011 | 10/17/2011 | Sarah Brooks | |
| 586 | √ | | Prepare and distribute Implementation Team Kick Off Meeting Minutes | 1 | 1 | 10/19/2011 | 10/19/2011 | 10/19/2011 | 10/19/2011 | Sarah Brooks | |
| 587 | | | Prepare agendas, document and distribute minutes for Implementation Team meetings | 1459 | | 11/16/2011 | 11/14/2015 | 11/16/2011 | | Sarah Brooks | |
| 588 | | | Post minutes to website | | | 11/16/2011 | 11/30/2015 | 11/16/2011 | | Tripp Dean | |
| 589 | | | | 1637 | | 6/7/2011 | 11/30/2015 | 6/7/2011 | | | |
| 590 | | | | | | | | | | | |
| 591 | √ | 4.5-2 | Solicit Training Work Group Members | 1 | 1 | 10/17/2011 | 10/17/2011 | 10/17/2011 | 10/17/2011 | Sarah Brooks | Committee no longer needed |
| 592 | √ | | Schedule and prepare agenda for Training Work Group Meetings | 990 | | 10/17/2011 | 7/3/2014 | 10/17/2011 | 2/11/2014 | Sarah Brooks | |
| 593 | √ | | Conduct Training Work Group Meetings | 976 | | 10/31/2011 | 7/3/2014 | 10/31/2011 | 2/11/2014 | Sarah Brooks | |
| 594 | √ | | Prepare and distribute Training Work Group Meeting Minutes | 976 | | 10/31/2011 | 7/3/2014 | 10/31/2011 | 2/11/2014 | Sarah Brooks | |
| 595 | | | | 990 | | 10/17/2011 | 7/3/2014 | 10/17/2011 | 2/11/2014 | | |
| 596 | | | | | | | | | | | |
| 597 | √ | 4.5-3 | Solicit Clinical Documentation Work Group Members | 1 | 1 | 10/17/2011 | 10/17/2011 | 10/17/2011 | 10/17/2011 | Sarah Brooks | Committee no longer needed |
| 598 | √ | | Schedule and prepare agenda for Clinical Documentation Work Group Meetings | 907 | | 10/17/2011 | 4/11/2014 | 10/17/2011 | 2/11/2014 | Sarah Brooks | |
| 599 | √ | | Conduct Clinical Documentation Work Group Meetings | 891 | | 11/2/2011 | 4/11/2014 | 11/2/2011 | 2/11/2014 | Sarah Brooks | |
| 600 | √ | | Prepare and distribute Clinical Documentation Work Group Meeting Minutes | 891 | | 11/2/2011 | 4/11/2014 | 10/31/2011 | 2/11/2014 | Sarah Brooks | |
| 601 | | | | 907 | | 10/17/2011 | 4/11/2014 | 10/17/2011 | 2/11/2014 | | |
| 602 | | | | | | | | | | | |
| 603 | | 4.6 | DPH ICD-10 Website | 1657 | | 5/18/2011 | 11/30/2015 | 5/18/2011 | | | |
| 604 | √ | 4.6-1 | Add folder to HIS website for ICD-10 Information | 1 | 1 | 5/18/2011 | 5/18/2011 | 5/18/2011 | 5/18/2011 | Kris Joyce | |
| 605 | √ | | Investigate set up of ICD-10 page on DPH website | 1 | 1 | 12/8/2011 | 12/8/2011 | 12/8/2011 | 12/8/2011 | Sarah Brooks, Tripp Dean | |
| 606 | √ | | DPH Approval of Change to DPH website | 83 | 69 | 12/8/2011 | 2/29/2012 | 12/8/2011 | 2/15/2012 | Joy Reed, Danny Staley | |
| 607 | √ | | Investigate feasibility of using DHHS website | 32 | 49 | 2/27/2012 | 3/30/2012 | 2/27/2012 | 4/16/2012 | Joy Reed, Danny Staley, DHHS Secretary | |
| 608 | √ | | Design and test new website | 50 | | 3/5/2012 | 4/24/2012 | 4/25/2011 | 5/17/2012 | Sarah Brooks, Tripp Dean | |
| 609 | √ | | Final approval of new website move into production | 5 | | 4/24/2012 | 4/29/2012 | 5/2/2012 | 5/17/2012 | Sarah Brooks, Tripp Dean, Joy Reed, DHHS PA | |
| 610 | √ | | Move new website into production | | 1 | added after baselined | | 5/18/2012 | 5/18/2012 | Tripp Dean | |
| 611 | √ | | Remove ICD-10 materials from HIS website and point to new URL | | 1 | added after baselined | | 5/18/2012 | 5/18/2012 | Kris Joyce | |

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| 612 | √ | | Notify ICD-10 Contacts of Website Change | 7 | 1 | 4/29/2012 | 5/6/2012 | 5/18/2012 | 5/18/2012 | Sarah Brooks | |

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| 613 | | | | | | | | | | | |
| 614 | √ | 4.6-2 | Review all deliverables posted to website to determine documents that need to be updated to modify the revised compliance date of 10/1/14 | 1 | 1 | 11/14/2012 | 11/19/2012 | 10/22/2012 | 10/22/2012 | Sarah Brooks | |
| 615 | √ | | Monitor website periodically to ensure posted information is accurate and complete | 944 | | 5/19/2012 | 12/19/2014 | 5/19/2012 | 4/8/2014 | Sarah Brooks | |
| 616 | √ | | | 944 | | 5/19/2012 | 12/19/2014 | 5/19/2012 | 4/8/2014 | | |
| 617 | | | | | | | | | | | |
| 618 | | 4.6-3 | Review all website pages and deliverables posted to website to determine updates needed to modify the revised compliance date of 10/1/15 | 83 | | 4/8/2014 | 6/30/2014 | 4/8/2014 | | Sarah Brooks | |
| 619 | | | Monitor website periodically to ensure posted information is accurate and complete | 517 | | 7/1/2014 | 11/30/2015 | 7/1/2014 | | Sarah Brooks | |
| 620 | | | | 601 | | 4/8/2014 | 11/30/2015 | 4/8/2014 | | | |
| 621 | | | | | | | | | | | |
| 622 | | 4.7 | Monitor Implementation of System Changes (input and output) | 1185 | | 7/2/2012 | 9/30/2015 | 7/2/2012 | | | |
| 623 | | | Follow up with contacts based on System Impact spreadsheet to identify status of ICD-10 remediation | 1124 | | 7/2/2012 | 7/31/2015 | 7/2/2012 | | Sarah Brooks | |
| 624 | | | Periodically distribute System Readiness Assessment Tools targeting areas where readiness is questionable | 368 | | 8/26/2013 | 8/29/2014 | 6/10/2013 | | Sarah Brooks | Netsmart |
| 625 | | | Complete System Readiness assessment forms and submit results of System Readiness Assessments to ICD-10 Project Manager by requested deadline(s) | 368 | | 8/26/2013 | 8/29/2014 | 6/19/2013 | | Sections/Branches with systems/software impacts | |
| 626 | | | Evaluate DPH System Readiness assessment tool results and document on impact spreadsheet | 368 | | 8/26/2013 | 8/29/2014 | 6/19/2013 | | Sarah Brooks | |
| 627 | | | Document on Issues Log any results that reflect potential problems with DPH systems meeting the ICD-10 transition deadline | 1185 | | 7/2/2012 | 9/30/2015 | 7/2/2012 | | Sarah Brooks | |
| 628 | | | Report to DPH management impacted systems that are behind schedule for system remediation | 1185 | | 7/2/2012 | 9/30/2015 | 7/2/2012 | | Sarah Brooks | |
| 629 | | | Include status of system remediation in ICD-10 Status Reports | 1185 | | 7/2/2012 | 9/30/2015 | 7/2/2012 | | Sarah Brooks | |
| 630 | | | Provide technical assistance to DPH and CDSA staff upon request | 1185 | | 7/2/2012 | 9/30/2015 | 7/2/2012 | | Sarah Brooks | |
| 631 | | | All DPH impacted systems are remediated to accommodate ICD-10-CM | 1 | | 7/2/2012 | 8/31/2015 | 7/2/2012 | | DPH Sections/Branches with impacted systems | |
| 632 | | | | | | | | | | | |
| 633 | | | ASCERTAIN THAT IMPACTED SYSTEMS HAVE BEEN MODIFIED AND PASSED USER ACCEPTANCE TESTING (Milestone) | | | | 8/31/2015 | | | | |
| 634 | | | | | | | | | | | |

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| 635 | | 4.8 | Monitor Implementation of Interface Changes | 1185 | | 7/2/2012 | 9/30/2015 | 7/2/2012 | | | |
| 636 | | | Follow up with contacts based on System Impact spreadsheet to identify status of ICD-10 remediation | 1124 | | 7/2/2012 | 7/31/2015 | 7/2/2012 | | Sarah Brooks | |
| 637 | | | Monitor status of all DPH impacted interfaces (NOTE: Be sure to include impact of CSDW and HIS - interaction required between CSDW, HIS, DIRM and Netsmart staff) | 765 | | 8/26/2013 | 9/30/2015 | 8/26/2013 | | Sarah Brooks | |
| 638 | | | Report to DPH management impacted interfaces that are behind schedule for system remediation | 765 | | 8/26/2013 | 9/30/2015 | 8/26/2013 | | Sarah Brooks | |
| 639 | | | Include status of interface remediation in ICD-10 Status Reports | 1185 | | 7/2/2012 | 9/30/2015 | 7/2/2012 | | Sarah Brooks | |
| 640 | | | All DPH impacted interfaces are remediated to accommodate ICD-10-CM | 1155 | | 7/2/2012 | 8/31/2015 | 7/2/2012 | | DPH Sections/Branches with impacted interfaces | |
| 641 | | | | | | | | | | | |
| 642 | ASCERTAIN THAT IMPACTED INTERFACES HAVE BEEN MODIFIED AND PASSED USER ACCEPTANCE TESTING (Milestone) | | | | | | | | | | |
| 643 | | | | | | | | | | | |
| 644 | | 4.9 | Monitor Implementation of DPH ICD-10-CM Related Business Process Changes | 790 | | 8/1/2013 | 9/30/2015 | 8/1/2013 | | | 3.6-1b |
| 645 | | | Monitor status of all DPH ICD-10-CM related business process changes | 790 | | 8/1/2013 | 9/30/2015 | 8/1/2013 | | Sarah Brooks | |
| 646 | | | Report to DPH management DPH ICD-10-CM related business process changes that are behind schedule for change implementation | 790 | | 8/1/2013 | 9/30/2015 | 8/1/2013 | | Sarah Brooks | |
| 647 | | | Include status of DPH ICD-10-CM related business process change implementation progress in ICD-10 Status Reports | 790 | | 8/1/2013 | 9/30/2015 | 8/1/2013 | | Sarah Brooks | |
| 648 | | | All DPH impacted ICD-10-CM related business process changes are remediated to accommodate ICD-10-CM | 729 | | 8/1/2013 | 7/31/2015 | 8/1/2013 | | DPH Sections/Branches with impacted business process changes | |
| 649 | | | | | | | | | | | |
| 650 | | 4.10 | Update Project Schedule | 1365 | | 3/5/2012 | 11/30/2015 | 3/12/2012 | | | 3.6-1b |
| 651 | | | Continue to update Project Schedule as changes/additions are made, tasks are completed, etc. NOTE: Any changes that adversely impact Project Milestones must be approved by Project Supervisor and Project Schedule Re-baselined. | Ongoing | | 3/5/2012 | 11/30/2015 | 3/12/2012 | | Sarah Brooks/Replacement | PF date and Resource updated |
| 652 | | | | | | | | | | | |
| 653 | | 4.11 | ICD-10 Contact List | 1664 | | 5/11/2011 | 11/30/2015 | 5/11/2011 | | | |
| 654 | | | Continue to update Contact spreadsheet and Mailman Group as changes/additions are made | Ongoing | | 6/14/2011 | 11/30/2015 | 6/14/2011 | | Sarah Brooks | |
| 655 | | | | | | | | | | | |
| 656 | | 4.12 | Represent DPH as voting member of DHHS ICD-10 Steering Committee | 613 | | 3/27/2014 | 11/30/2015 | 3/27/2014 | | | |
| 657 | | | Attend scheduled meetings | 613 | | 3/27/2014 | 11/30/2015 | 3/27/2014 | | Sarah Brooks, Linda Rascoe | |
| 658 | | | Prepare DPH ICD-10 status report prior to each meeting | 613 | | 3/27/2014 | 11/30/2015 | 3/27/2014 | | Sarah Brooks | |

DPH ICD-10 IMPLEMENTATION PROJECT - PROJECT SCHEDULE

| | A | B | C | D | E | F | G | H | I | J | K |
|-----|--------|------|--|----------------------------------|---------------------------------|-----------------------|------------------------|----------------------|-----------------------|----------------------------|----------|
| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 659 | | | | | | | | | | | |
| 660 | | 4.13 | Represent DPH on NCTracks ICD-10 Committees | 607 | | 3/3/2014 | 10/31/2015 | 8/1/2013 | | | |
| 661 | | | Participate in Communication Meetings | 607 | | 3/3/2014 | 10/31/2015 | 8/1/2013 | | Sarah Brooks, Linda Rascoe | |
| 662 | | | Participate in biweekly Status Meetings | 607 | | 3/3/2014 | 10/31/2015 | 8/1/2013 | | Sarah Brooks, Linda Rascoe | |
| 663 | | | Participate in DPE Meetings | 556 | | 4/23/2014 | 10/31/2015 | 8/1/2013 | | Sarah Brooks, Linda Rascoe | |
| 664 | | | Participate in CMS/Noblis Training Session | 366 | | 6/24/2014 | 6/25/2015 | | | Sarah Brooks | |
| 665 | | | | | | | | | | | |
| 666 | | 4.14 | Represent DPH at NCHICA ICD-10 Task Force Meetings | 1691 | | 4/14/2011 | 11/30/2015 | 4/14/2011 | | | |
| 667 | | | Participate in monthly Task Force Meetings | 1691 | | 4/14/2011 | 11/30/2015 | 8/1/2013 | | Sarah Brooks | |
| 668 | | | Participate in monthly ICD-10 Program Manager Meetings | 676 | | 1/23/2014 | 11/30/2015 | 8/1/2013 | | Sarah Brooks | |
| 669 | | | Prepare ICD-10 Bulletins | 1630 | | 4/14/2011 | 9/30/2015 | 8/1/2013 | | Sarah Brooks | |
| 670 | | | | | | | | | | | |
| 671 | | 4.15 | Implement DPH ICD-10 Transition Plan | 74 | | 7/18/2014 | 9/30/2014 | | | | |
| 672 | | | Develop draft Transition Plan for transitioning PM activities to others within DPH prior to Sarah Brooks retirement in November 2014 | 40 | | 7/18/2014 | 8/27/2014 | | | Sarah Brooks | |
| 673 | | | Review draft Transition Plan | 9 | | 8/27/2014 | 9/5/2014 | | | Joy Reed's Replacement | |
| 674 | | | Finalize Transition Plan | 2 | | 9/8/2014 | 9/10/2014 | | | Sarah Brooks | |
| 675 | | | Notify ICD-10 Contacts/ Implementation Team members/ Informatics Committee Chair of Transition Plan | 20 | | 9/10/2014 | 9/30/2014 | | | Sarah Brooks | |
| 676 | | | | | | | | | | | |
| 677 | | | COMPLETE DPH READINESS ASSESSMENTS (Milestone) | | | | 7/31/2015 | | | | |

DPH ICD-10 IMPLEMENTATION PROJECT - PROJECT SCHEDULE

| | A | B | C | D | E | F | G | H | I | J | K |
|-----|--------|-----|--|----------------------------------|---------------------------------|-----------------------|------------------------|----------------------|-----------------------|--------------------------|----------|
| 1 | STATUS | WBS | DPH ICD-10 Implementation Project Breakdown Structure Work | DURATION BY DAYS - Planned | DURATION BY DAYS - Actual | PLANNED START DATE | PLANNED FINISH DATE | ACTUAL START DATE | ACTUAL FINISH DATE | RESOURCE NAMES | Comments |
| 678 | | | | | | | | | | | |
| 679 | | | 5.0 Closing Phase | | | 2/15/2012 | 11/30/2015 | 2/15/2012 | | | |
| 680 | | 5.1 | Summary Report of ICD-10-CM Training Evaluations | | | | | | | | |
| 681 | | | See 3.5 - Evaluation Results will be compiled after each training session | | | | | | | | |
| 682 | | | | | | | | | | | |
| 683 | | 5.2 | Lessons Learned | 1384 | | 2/15/2012 | 11/30/2015 | | | | |
| 684 | √ | | Develop Lesson Learned Template | 14 | 1 | 2/15/2012 | 2/29/2012 | 4/25/2012 | 4/25/2012 | Sarah Brooks | |
| 685 | √ | | Approval of Lessons Learned Template | 3 | 3 | 5/18/2012 | 5/21/2012 | 5/18/2012 | 5/21/2012 | Implementation Team | |
| 686 | | | Record Lessons Learned throughout course of project | 1364 | | 2/29/2012 | 11/24/2015 | | | Sarah Brooks/Replacement | |
| 687 | | | Compile final Lessons Learned document | 2 | | 11/24/2015 | 11/26/2015 | | | Sarah Brooks/Replacement | |
| 688 | | | Approve Lessons Learned document | 4 | | 11/26/2015 | 11/30/2015 | | | Joy Reed/Replacement | |
| 689 | | | | | | | | | | | |
| 690 | | 5.3 | Project Files Archived | 29 | | 11/1/2015 | 11/30/2015 | | | | |
| 691 | | | Review M: Drive Documents related ICD-10-CM and maintain all final documents | 29 | | 11/1/2015 | 11/30/2015 | | | Sarah Brooks/Replacement | |
| 692 | | | Review all paper documents and scan/file any documents not on M: drive | 29 | | 11/1/2015 | 11/30/2015 | | | Sarah Brooks/Replacement | |
| 693 | | | File all e-mails in named folders | 29 | | 11/1/2015 | 11/30/2015 | | | Sarah Brooks/Replacement | |
| 694 | | | | | | | | | | | |
| 695 | | | PROJECT CLOSE OUT (Milestone) | | | | 11/30/2015 | | | | |
| 696 | | | | | | | | | | | |
| 697 | | | | | | | | | | | |